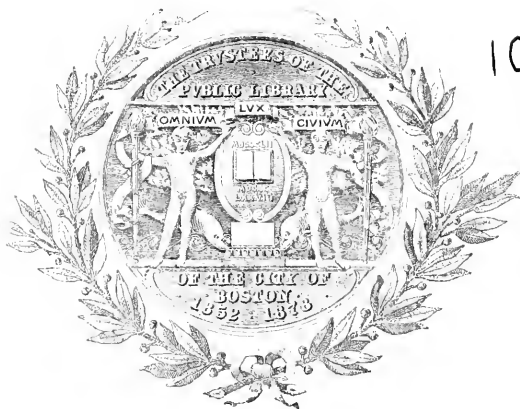




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1909



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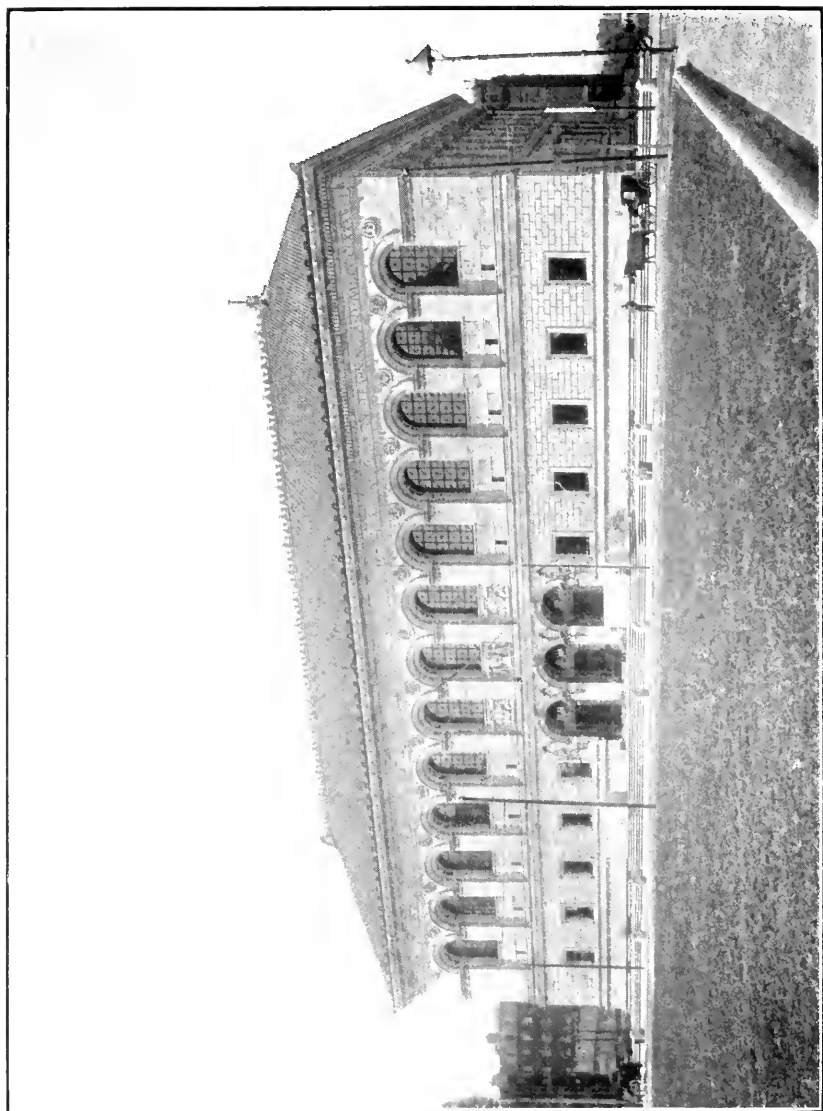


With the Compliments of  
THE TRUSTEES OF THE PUBLIC LIBRARY  
OF THE CITY OF BOSTON.









CENTRAL LIBRARY BUILDING, COPLEY SQUARE.

# FIFTY-SEVENTH ANNUAL REPORT

OF THE

## TRUSTEES

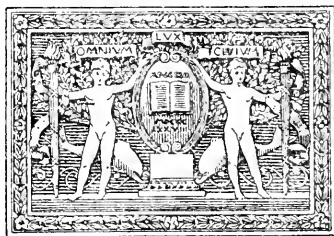
OF THE

## PUBLIC LIBRARY

OF THE

## CITY OF BOSTON

1908 - 1909



BOSTON  
PUBLISHED BY THE TRUSTEES  
1909

C. H. H. H. H.

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# TRUSTEES OF THE PUBLIC LIBRARY

ON FEBRUARY 1, 1909.

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JOSIAH H. BENTON, *President.*

Term expires May 1, 1909.

THOMAS F. BOYLE.

Term expires May 1, 1912.

WILLIAM F. KENNEY.

Term expires May 1, 1911.

SAMUEL CARR.

Term expires May 1, 1913.

ALEXANDER MANN.

Term expires May 1, 1910.

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LIBRARIAN.

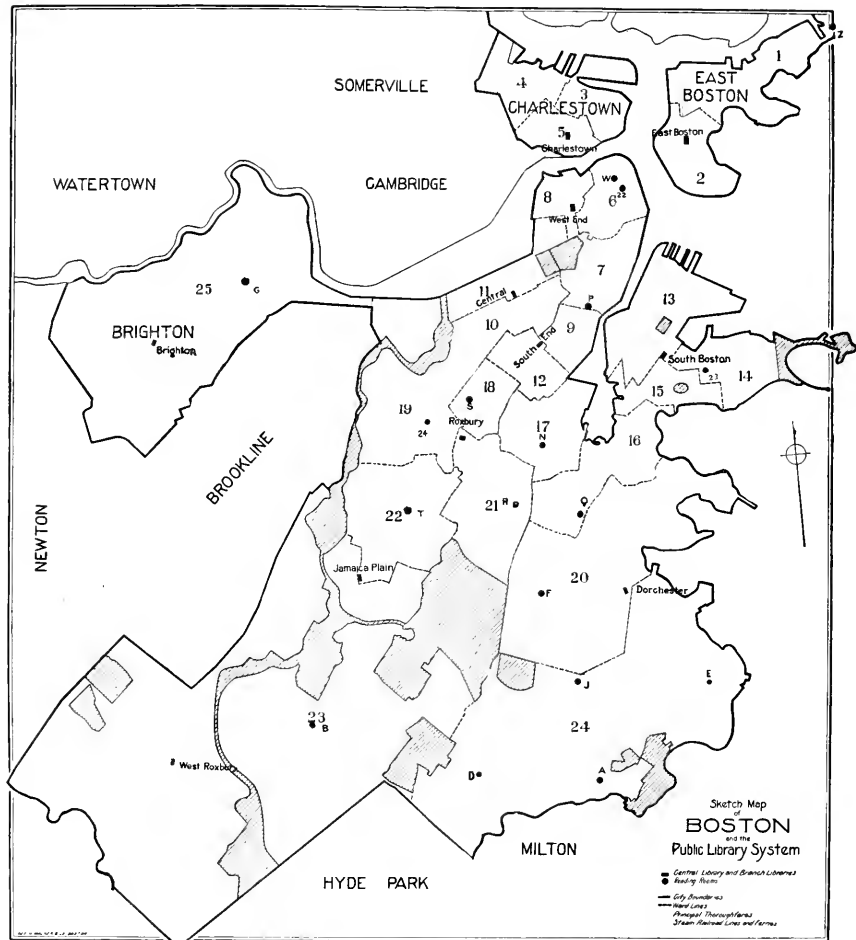
HORACE G. WADLIN.

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1 inch = 1/4 mile, 1/2 mile, 3/4 mile, 1 mile

Population (Census of 1905), 595,384.

#### Branch Libraries, February 1, 1909.

Brighton Branch, Holton Library Building, Academy Hill Road  
 Charlestown Branch, City Square  
 Dorchester Branch, Aradia, cor. Adams St  
 East Boston Branch, 12 Meridian St  
 Jamaica Plain Branch, Jackson Hall, Centre St

Roxbury Branch, 46 Millmont St.  
 South Boston Branch, 372 Broadway  
 South End Branch, 127 Shawmut Avenue  
 Upham's Corner Branch, Columbia Road, cor. Bird St.  
 West End Branch, Cambridge, cor. Lynde St.  
 West Roxbury Branch, Centre, near Mt. Vernon St.

#### Delivery Stations, February 1, 1909.

A Lower Mills Reading Room, Washington, cor. Richmond St  
 B Kinsland Reading Room, Washington, cor. Ashland St  
 D Mattapan Reading Room, 727 Walk Hill St  
 E Neponset Reading Room, 64 Neponset Ave  
 F Mount Bowdoin Reading Room, Washington, cor. Eldon St  
 G Allston Reading Room, 7 Harvard Ave  
 I Codman Square Reading Room, Washington, cor. Norfolk St  
 N Mt. Pleasant Reading Room, Dudley, cor. Magazine St

P Broadway Extension Reading Room, 13 Broadway Extension.  
 R Warren Street Reading Room, 90 Warren St  
 S Roxbury Crossing Reading Room, 154 Tremont St  
 T Baylston Station Reading Room, The Laramie, Depot Square  
 W Industrial School Reading Room, 24 North Bennet St  
 Z Orient Heights Reading Room, 100 Bennington St  
 21 North Street Reading Room, 309 North St.  
 22 City Point Reading Room, 613 Broadway  
 24 Parker Hill Reading Room, 1518 Tremont St



# LIBRARY SYSTEM, FEBRUARY 1, 1909.

DEPARTMENTS.	OPENED.
Central Library, Copley Sq. Established May 2, 1854.....	Mar. 11, 1895
‡East Boston Branch, 37 Meridian St.....	Jan. 28, 1871
§South Boston Branch, 372 Broadway.....	May 1, 1872
Roxbury Branch, 46 Millmont St.....	July, 1873
‡Charlestown Branch, City Sq.....	*Jan., 1874
‡Brighton Branch, Academy Hill Rd.....	*Jan., 1874
‡Dorchester Branch, Arcadia, cor. Adams St.....	Jan. 25, 1875
§South End Branch, 397 Shawmut Ave.....	Aug., 1877
§Jamaica Plain Branch, Jackson Hall, (temporarily) Centre St....	Sept., 1877
‡West Roxbury Branch, Centre, near Mt. Vernon St.....	*Jan. 6, 1880
‡West End Branch, Cambridge, cor. Lynde St.....	Feb. 1, 1896
‡Upham's Corner Branch, Columbia Rd., cor. Bird St.....	Mar. 16, 1896
Station A. Lower Mills Reading Room, Washington St.....	June 7, 1875
“ B. Roslindale Reading Room, Washington St., cor. Ashland St.....	Dec. 3, 1878
“ D. Mattapan Reading Room, 727 Walk Hill St.....	Dec. 27, 1881
“ E. Neponset Reading Room, 362 Neponset Ave.....	Jan. 1, 1883
“ F. Mt. Bowdoin Reading Room, Washington, cor. Eldon St.....	Nov. 1, 1886
“ G. Allston Reading Room, 354 Cambridge St.....	Mar. 11, 1889
“ J. Codman Square Reading Room, Washington, cor. Norfolk St.....	Nov. 12, 1890
“ N. Mt. Pleasant Reading Room, Dudley, cor. Magazine St.	Apr. 29, 1892
“ P. Broadway Extension Reading Room, 13 Broadway Extension.....	Jan. 16, 1896
“ R. Warren Street Reading Room, 390 Warren St.....	May 1, 1896
“ S. Roxbury Crossing Reading Room, 1154 Tremont St...	Jan. 18, 1897
“ T. Boylston Station Reading Room, The Lamartine, Depot Sq.....	Nov. 1, 1897
“ W. Industrial School Reading Room, 39 North Bennet St.	Nov. 3, 1899
“ Z. Orient Heights Reading Room, 1030 Bennington St...	June 25, 1901
“ 22. North Street Reading Room, 207 North St.....	June 9, 1903
“ 23. City Point Reading Room, 615 Broadway.....	July 18, 1906
“ 24. Parker Hill Reading Room, 1518 Tremont St.....	July 15, 1907

\*As a branch. †In building owned by City, and exclusively devoted to library uses. ‡In City building, in part devoted to other municipal uses. §Occupies rented rooms. ||The lessee of the Fellowes Athenaeum, a private library association.

## THE TRUSTEES OF THE LIBRARY.

The Trustees of the Public Library of the City of Boston, organized in 1852, are now incorporated under the provisions of Chapter 114, of the Acts of 1878, as amended. The Board for 1852 was a preliminary organization; that for 1853 made the first annual report. At first the Board consisted of one alderman and one common councilman and five citizens at large, until 1867, when a revised ordinance made it to consist of one alderman, two common councilmen and six citizens at large, two of whom retired, unless re-elected, each year, while the members from the City Council were elected yearly. In 1878 the organization of the Board was changed to include one alderman, one councilman and five citizens at large, as before 1867; and in 1885, by the provisions of the amended city charter, the representation of the City Government upon the Board by an alderman and a councilman was abolished, leaving the Board as at present, consisting of five citizens at large, appointed by the Mayor, for five-year terms, the term of one member expiring each year. The following citizens at large have been members of the Board since its organization in 1852:

Abbott, Samuel A. B., 1879-95.	Greenough, William W., 1856-88.
Appleton, Thomas G., 1852-57.	Haynes, Prof. Henry W., 1880-95.
Benton, Josiah H., LL.D., 1894-.	Hillard, Hon. Geo. S., 1872-75; 76-77.
Bigelow, Hon. John P., 1852-68.	Kenney, William F., 1907-.
Bowditch, Henry I., M.D., 1865-68.	Lincoln, Hon. Solomon, 1897-1907.
Bowditch, Henry P., M.D., 1894-1902.	Mann, Alexander, D.D., 1908-.
Boyle, Thomas F., 1902-.	Morton, Hon. Ellis W., 1870-73.
Eraman, Jarvis D., 1869-72.	Pierce, Phineas, 1888-94.
Carr, Samuel, 1895-96, 1908-.	Prince, Hon. Frederick O., 1888-99.
Chase, George B., 1876-85.	Putnam, George, D.D., 1868-77.
Clarke, James Freeman, D.D., 1878-88.	Richards, William R., 1889-95.
Curtis, Daniel S., 1873-75.	Shurtleff, Hon. Nathaniel B., 1852-68.
DeNormandie, James, D.D., 1895-1907.	Thomas, Benjamin F., LL.D., 1877-78.
Dwight, Thomas, M.D., 1899-1907.	Ticknor, George, LL.D., 1852-66.
Everett, Hon. Edward, 1852-64.	Walker, Francis A., LL.D., 1896.
Frothingham, Richard, LL.D., 1875-79.	Whipple, Edwin P., 1868-70.
Green, Samuel A., M.D., 1868-78.	Whitmore, William H., 1885-88.
	Winsor, Justin, LL.D., 1867.

The Hon. Edward Everett was President of the Board from 1852 to 1864; George Ticknor, in 1865; William W. Greenough, from 1866 to April, 1888; Prof. Henry W. Haynes, from May 7, 1888, to May 12, 1888; Samuel A. B. Abbott, May 12, 1888, to April 30, 1895; Hon. F. O. Prince, October 8, 1895, to May 8, 1899; Hon. Solomon Lincoln, May 12, 1899, to October 15, 1907; Rev. James DeNormandie, D.D., January 31, 1908, to May 8, 1908; Josiah H. Benton, since May 3, 1908.

### LIBRARIANS.

(From 1858 to 1877, the chief executive officer was entitled Superintendent.)

CAPEN, EDWARD, *Librarian*, May 13, 1852-December 16, 1874.  
 JEWETT, CHARLES C., *Superintendent*, 1858-January 9, 1868.  
 WINSOR, JUSTIN, LL.D., *Superintendent*, February 25, 1868-September 30, 1877.  
 GREEN, SAMUEL A., M.D., *Trustee, Acting Librarian*, October 1, 1877-September 30, 1878.  
 CHAMBERLAIN, MELLEN, LL.D., *Librarian*, October 1, 1878-September 30, 1890.  
 DWIGHT, THEODORE F., *Librarian*, April 13, 1892-April 30, 1894.  
 PUTNAM, HERBERT, LL.D., *Librarian*, February 11, 1895-April 30, 1899.  
 WHITNEY, JAMES L., *Acting Librarian*, March 31, 1899-December 21, 1899; *Librarian*, December 22, 1899-January 31, 1903.  
 WADLIN, HORACE G., LL.D., *Librarian*, since February 1, 1903.

## REPORT OF THE TRUSTEES.

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TO HIS HONOR GEORGE A. HIBBARD,

*Mayor of the City of Boston:*

SIR, — The Board of Trustees of the Public Library of the City of Boston present the following report of its condition and affairs for the year ending January 31, 1909, being their fifty-seventh annual report.

The general ordinance as to department reports requires that they contain "a statement of the acts and doings, and receipts and expenditures of the department for the financial year, together with such other matter as may be required by law, or as the Mayor or officer may deem to be of public interest."

The special ordinance as to the Library Department also requires the Board of Trustees to "include in its annual report a statement of the condition of said Library, the number of books that have been added thereto during the year, the report of the committee appointed to examine said Library, and the total amount of money received from fines and sales."

This report is intended to conform to these requirements, and though it is more full than the reports of the department have usually been, contains only that which the Trustees "deem to be of public interest" at the present time.

### ORGANIZATION OF THE BOARD.

The Board organized on May 8, 1908, by the election of Mr. Josiah H. Benton as President, Mr. Thomas F. Boyle, Vice President, and Miss Della Jean Deery, Clerk.

The term of Thomas Dwight expired on April 30, 1908, and Samuel Carr was appointed a member of the Board for five years from that date.

Rev. James DeNormandie resigned, and Rev. Alexander

Mann was on May 25, 1908, appointed for the unexpired term, ending April 30, 1910.

Dr. Dwight was a Trustee for nine years and Rev. Dr. De-Normandie for thirteen years. Resolutions in appreciation of their long and valuable services and extending to each of them the freedom of the library alcoves have been placed upon the permanent records of the Trustees.

#### RECEIPTS AND EXPENDITURES.

The receipts of the Library are of two classes: First, those which are to be expended by the Trustees in the maintenance of the Library. These consist of the annual appropriation by the City Council; and the income from Trust funds given to the Trustees but invested by the City Treasurer under the direction of the Finance Committee of the City. During the past year these receipts were as follows:

Annual appropriation . . . . .	\$310,000.00
Income from Trust funds, including unexpended balance of previous year . . . . .	36,992.95
Total . . . . .	\$346,992.95

Second, receipts which are accounted for and paid into the City treasury. These consist of receipts from fines for the detention of books, from sales of finding lists, bulletins and catalogues; from commissions paid for the use of telephone facilities, from sales of waste, and from payments for lost books. These receipts, including money found in the Library, during the year have been as follows:

From fines . . . . .	\$5,548.05
From sales of finding lists, etc. . . . .	125.02
From telephone commissions . . . . .	99.88
From sales of waste . . . . .	53.22
From payments for lost books . . . . .	258.00
From money found . . . . .	7.14
Total . . . . .	\$6,091.31

The \$258.00 received for lost books, being only received to replace lost library property is, when paid into the City treasury,

added to the appropriation for library maintenance. A detailed statement of receipts and expenditures is hereto annexed.

#### REDUCTION IN APPROPRIATION.

The original estimates for library maintenance during the current year, submitted by the Trustees in December, 1907, amounted to \$332,800. The amount appropriated was \$310,000, a reduction of \$22,800 from the estimate, and of \$15,000 from the appropriation of \$325,000 for the preceding year, all of which had been required for maintenance.

Under these circumstances the Trustees have been forced to restrict their expenditures below the amount needed to maintain the Library at its usual point of efficiency. Purchases of supplies have been confined to immediate necessities; fuel, especially, has not been bought in advance of the requirements of the calendar year; repairs which under other conditions would have been made, but which could be deferred for a few months, have been postponed; books, which are needed to meet the legitimate demands of the public, if the Library is to be effectively operated, have not been purchased; and the expenditures for service have been brought within the lowest practicable limits.

The usual working hours of the Library during the day time have been maintained, except that in the branches the usual Sunday opening following the summer vacation was deferred some weeks; but the evening service at the Central Library during the fall months was diminished one hour, the Library closing at nine instead of ten o'clock. Some diminution of service being required in order to keep within the amount of appropriation this manifestly interfered least with the general use of the Library.

#### CENTER FUND REAL ESTATE.

Real estate given to the Trustees by the will of the late Joseph H. Center, consists of estate 1199 Washington street, occupied by the South End National Bank under lease existing when the property was received by the Trustees, and not yet expired; and estate 15 Arnold street. The assessed value of both these pieces

of real estate is \$19,800. It has not been practicable to make an advantageous sale of this property, and the rents therefrom after deducting necessary expenses for collections and repairs, are paid over to the City Treasurer from time to time to be invested by him under the direction of the Finance Committee of the City. The accumulated amount of such rents not so invested January 31, 1909, was \$2,546.18.

#### RE-INVESTMENT OF THE TREADWELL FUND.

Under the will of the late Daniel Treadwell of Cambridge, who died February 27, 1872, one fifth of the residue of his estate was given to "the Trustees of the Public Library in the City of Boston." The City Council accepted the bequest and authorized the Trustees of the Public Library to receive the same and invest it in City of Boston bonds. All of the bequest except 16 shares of Boston & Albany Railroad stock, 6 shares of Boston & Providence Railroad stock, 12 shares of Fitchburg Railroad preferred stock, and 1 share of Vermont & Massachusetts Railroad stock was invested in City bonds before this year. During this year the Trustees have sold the shares of stock above enumerated for the gross sum of \$7,364.78, which has been invested in one 4 per cent City bond, payable in 1947, registered in the name of the Trustees and now in the custody of the City Treasurer.

#### TERMINATION OF THE CONTRACT WITH AUGUSTUS SAINT-GAUDENS.

The contract between Augustus Saint-Gaudens and the City of Boston, acting through the Trustees of the Public Library, made November 30, 1892, under which groups of statuary by Mr. Saint-Gaudens were to be placed on pedestals upon the platform in front of the Copley Square entrance to the central library building, was terminated by the death of Mr. Saint-Gaudens during the summer of 1907, and the \$6,000 which had been paid on account, returned to the City Treasury by the

estate of Mr. Saint-Gaudens, as provided by the contract in the event of such a contingency.

#### ADDITIONS TO THE LIBRARY.

During the year 22,931 volumes have been added to the library collection. Of these 12,492 were purchased, 6,163 were given to the Library, and the remainder were received by exchange, binding of periodicals into volumes, etc.; 7,346 volumes were purchased for the Central Library, and 5,146 for the branch libraries and reading rooms.

The total amount expended for books, including \$3,642.81 for periodicals and \$2,168.34 for newspapers, was \$37,091.13, or 11.3 per cent of the entire expenses of the Library for all purposes.

The average cost of all books purchased was \$1.98 per volume. Of these 7,020 were bought from money appropriated by the City at an average cost of \$1.18 a volume, and 5,472 were bought with the income of Trust funds at an average cost of \$2.87 a volume.

The most expensive books increase in value with the lapse of time, and most of the less expensive rapidly wear out with use or become of less value from the issue of other books on the same subjects. It is estimated that about 150,000 of the books in the Library are not worth commercially more than ten cents apiece.

Books are purchased only by vote of the Trustees, and at prices fixed by the vote. The titles of the books recommended for purchase by the Librarian are put upon cards and submitted to a Committee of two of the Trustees weekly. A list of the titles and prices of books which that Committee recommends for purchase is then made, and copies of it sent to each of the Trustees at least two days before their weekly meeting. This list as revised and voted by the Trustees is sent to the Ordering Department as authority for the purchase of the books. Duplicate bills of the books are required to be sent to that department. One bill is filed at the City Hall, as required by law, and the other entered alphabetically by the Ordering Department in its bill book, with the entry date and alphabetical designation recorded

on the bill. These data are also entered on the reverse of the title-page of each book charged in the bill, so that the book can always be traced from the bill and the bill from the book. This bill is certified by the Ordering Department as correct and sent to the Library Auditor, by whom it is compared with the list and price voted by the Trustees, entered and audited for payment, and finally returned to the Ordering Department, where it receives a file number and remains on file. The book is then examined, page by page and plate by plate, to see if it is perfect, the book-plate of the Library pasted in and the original card upon which its title was written placed in the book, and it is sent to the Catalogue Department.

#### BOOK CIRCULATION AND USE OF THE LIBRARY.

There were issued for direct home use last year 308,178 volumes at the Central Library, and from the Central Library through the branches 83,957 more, while the branches and reading rooms also issued 1,162,892 volumes for home use, making the entire issue for home use 1,555,027 volumes.

The use of the Library for general reference and study is so unrestricted that no accurate statistics of it can be given. Its extent, however, is shown by the fact that about half a million call slips for the table use of books in Bates Hall alone were necessary last year. The daily use of books and other library material in the Central Library and in the branches is doubtless many times greater than the home use of books drawn out upon cards, and requires constant and accurate service by a large force of employees.

The mere obtaining and delivering of a book to a reader in the Bates Hall reading room of the Central Library requires the intelligent and accurate service of six different persons, if the book is in its proper place in the stacks. The return of the book to its place requires the service of four persons.

The obtaining and delivering to a card holder of a book for home use requires the services of four persons and the return of the book to its place requires also the services of four persons,



none of whom should make any mistakes, and all of these services require the accurate and efficient working of the mechanical book carrier system.

Books are issued for home use either for seven or fourteen days. In order to secure their return within that time a fine of two cents a day is imposed after the expiration of the time, to be paid by the card holder before any more books are issued upon the card. The approximate number of persons paying such fines during the year 1907 was 63,060, who paid an average per person of 8.8 cents, amounting in the aggregate to \$5,584.02. This was all paid into the City treasury, as required by law, although the work of collecting and accounting for it in such small amounts was not inconsiderable.

#### RE-BINDING AND REPAIR OF BOOKS.

The Trustees regret to say that they have not been able with the means at their command to keep the books and other library material in proper condition of repair. They have spent in binding and repair of books and other library material as much as could be spent without impairing the general library service, but this has not been sufficient. Many books must be at once rebound or withdrawn from circulation. Twenty-five hundred dollars has been included in the estimates for the next year to provide in part for additional binding and much more must be spent for that purpose to keep the books in suitable condition for use.

#### CONDITION OF THE LIBRARY.

To properly state "the condition of the Library" requires a statement of what the Library is as real and personal property, and of how it is maintained and worked.

The Library was opened on May 2, 1854, in two small rooms on Mason street, also used for other municipal purposes, with less than ten thousand volumes, mostly acquired by gift. It has developed into a library system which is not only a collection of books, maps, manuscripts, and other literary matter unequalled, in some respects at least, by any of the great libraries of the

world, but is also a large, complicated, and delicate business machine. The conduct of its business involves the disbursement for books, supplies, transportation, salaries and other expenses, many very small in amount, of over \$30,000 every thirty days.

As real estate the Library consists of twenty-nine pieces of land and buildings or parts of buildings in different parts of the City, of an estimated aggregate value of about four and a half million dollars. The central library building has cost up to the present time, exclusive of the land upon which it stands, \$2,743,284.56.

The City also owns nine other pieces of real estate occupied for public library purposes, and other buildings or parts of buildings occupied for public library purposes are leased at an annual rental of \$16,933. In addition to rental paid for these leased premises, sums which in the aggregate are large have been paid for the necessary and proper adaptation of the premises to library uses.

The floor area in daily use in these premises amounts to 260,000 square feet, or nearly six acres. All these different buildings and premises must be kept in repair, cleaned, policed, heated, lighted and maintained in proper condition for library use. The care of the central library building alone comprises the protection, repair, cleaning, lighting, heating and maintenance of a building which covers 65,000 square feet of land, and has a floor area in daily use of 150,000 square feet.

As personal property the Library is primarily a collection of nearly one million volumes of books, accurately speaking 963,090, of which 746,514 are in the Central Library and 216,576 are in the various branches and reading rooms. The principal branches are considerable libraries in themselves, the nine largest branches having an average of over 20,000 volumes each.

The shelves required for the books in the Central Library and branches would extend in a single line for a distance of between nineteen and twenty miles.

There are also in the Central Library about 35,000 separate manuscripts, and about 150 volumes of manuscript books, over

200 atlases, about 10,000 maps, and nearly 30,000 photographs, prints, engravings and other pictures.

Each branch has also its own collection of photographs and pictures varying in number from 1,000 to 2,000, in all about 13,000.

The catalogues of this collection comprise 3,436,490 separate cards, and the cases containing them would extend about five-sixths of a mile.

Nineteen different card catalogues, containing 2,977,790 cards, are necessary for the working of the material of the Central, and fifteen separate card catalogues, containing 458,700 cards, are employed in working the collections in the different branches and reading rooms.

The Library also has a printing office, employing seven persons, where an average of over 200,000 catalogue cards, half a million forms, nearly two million call slips for the use of books, and the various weekly lists of new books, quarterly bulletins, finding lists, and other publications, amounting annually to about 70,000 copies, are printed for distribution among the people; and a bindery employing twenty-nine persons, where photographs and engravings are mounted, volumes repaired, periodicals stitched, library publications prepared for use, and about 30,000 volumes annually bound.

About 375 different newspapers and nearly 1,700 different periodicals are in daily use in the Central Library and the branches. There are also many valuable paintings, photographs, busts of distinguished persons, and statuary, mainly, but not entirely, contained in the central building.

The commercial value of this personal property is probably not less than three million dollars, and some of it is unique, so that if destroyed or sold it could not possibly be replaced.

The aggregate commercial value of the real and personal property devoted to free public library purposes in the City of Boston is not less than seven and a half million dollars, and in addition to this, gifts have been made by thirty-three different persons or societies, in sums varying from \$100 to \$100,000, for the benefit of the Library and its branches to the amount of

\$447,024.42, making an aggregate amount of property of about \$8,000,000 employed in the library work of the City.

#### COMPARATIVE VALUE OF LIBRARY PROPERTY.

Boston, with less than one half the population of all the other 32 cities in the Commonwealth combined, has approximately twice as much money invested in public library property as all the other cities combined. It has  $29 \frac{3}{10}$  per cent of the population of the 33 cities, and the other 32 cities have  $70 \frac{7}{10}$  per cent, that is, there are about seven persons in the other 32 cities combined as against about three persons in Boston. But Boston has about \$60.43 invested in its public library property as against about \$39.57 invested in similar property in all the other 32 cities combined.

Stated in another form, the comparison is this: Boston has  $41 \frac{5}{10}$  per cent of the entire population in all the other 32 cities, while the amount invested in public library property in these 32 cities is only  $65 \frac{5}{10}$  per cent of the amount invested in public library property in Boston alone. That is, with a population only four-tenths as large as the combined population of the other 32 cities, Boston puts to the use of its public library system property nearly four-tenths greater in value than all property put to similar uses in the other 32 cities combined.

If we compare the value of the public library property of Boston with the value of such property in all the other cities and towns in the Commonwealth, we find that with a population of  $19 \frac{8}{10}$  per cent of the entire population of all the other cities and towns, Boston has public library property of  $71 \frac{1}{10}$  per cent of the value of all such property in all the other cities and towns in the Commonwealth.

#### THE OPERATION OF THE LIBRARY.

The property and plant of the library system is of value only as it is worked. The books, manuscripts, and other material are useless except when they are being read and examined. And the public library plant, like every other, should be worked, if it is

worth working at all, to the limit of its capacity. It would be as absurd to work the public library plant to half its capacity for profitable use as to work only half the spindles in a mill, or half the locomotives upon a railroad. The problem of working the Public Library, therefore, is the problem of bringing its books and other material into the most general and extensive public use within the limit of the amount of money which the taxpayers are willing to pay for that use. The organization and method by which the Trustees endeavor to thus work the Library is substantially as follows:

#### CATALOGUES.

The Library cannot be worked at all without proper catalogues, and the making of catalogues for such a large library is a most complex, delicate, and difficult task. The catalogues of the Library are the eyes through which people who use it can see what there is in it, and find what they want.

The simplest form of cataloguing requires at least two cards for each book, — one with the name of the book, the date of printing, number of pages, edition, size, etc., the other with the name of the author and the other information which is noted upon the first card. This applies to the ordinary book of fiction, but if the book of fiction be historical, its scene laid in some particular country, a third card is desirable containing the name of the country and the other information upon the other two cards.

If the book, however, relates to some department of human knowledge, — as for instance, botany, — there must be a card with the name of the book, its subject matter, — botany — date of publication, size, pages, etc., and a similar card with the name of the author, and a third card with the title, Botany, at the head, and if the book relate to the botany of a particular part of the world, — for instance, Massachusetts, — a fourth card is required under the title Massachusetts.

And if a book is upon a general subject which embraces several subordinate subjects in the book, further cards are desirable with the title of each of the several subjects. The cataloguing of a book may be simple, or it may be very complex, according

to the character of the information which should be given to one consulting the catalogue to find information as to any particular subject or person.

The cards are of no use until there is put upon them numbers indicating where in the library the book is to be found. To enable this to be done the departments of human knowledge are arbitrarily designated by numbers, differing somewhat in different systems of cataloguing. For instance, Botany might be represented by the number 16, indicating that under the number 16 in the library stacks books on botany are to be found. To this class number are added other numbers indicating the shelf in that portion of the stacks where the book is to be placed, and the position of the book on that shelf. These three numbers enable the person knowing their significance to go to the place in the Library where the book is to be found.

After the book has been assigned to a position by the Shelf Department, that is, by the department having charge of the shelves where the books are placed, these numbers are put upon all the cards representing the book, the cards printed in the Printing Department, and the proof read in the Catalogue Department. All this must be done with absolute accuracy, because if a book is improperly catalogued, or improperly numbered, it may as well be lost, since nobody can find it to use it.

But after this is done the book is not ready for use. The plates, if there be any in the book, must all be stamped with indelible ink to show that they belong to the Public Library, the title-page must be stamped, — "Boston Public Library," with a perforating stamp, and then a slip must be pasted into the book upon which when it is issued for use the date and the fact of issue can be noted.

All these things must be done in a more or less simple or complex form before any book can be placed in the Library in a condition and position to be used. Each of the three million catalogue cards in the library system has required these various processes of work. In addition to this, there are notes as to different editions, as to the real name of the author, where the book is written under a fictitious name, cross-references to other books

relating to the same subject, and an amount of information more or less extensive, according to the importance of the book and of the subject to which it relates, which it is desirable and often necessary to place upon the cards to enable them to be conveniently and efficiently used.

Of course, catalogues of engravings, pictures, photographs, newspapers, and other material, do not require the same elaborate treatment as cards for books, but they do require equal accuracy, and in many cases details quite as extensive as those required upon the cards for books.

All books purchased are catalogued as soon as possible. Books acquired other than by purchase are catalogued only upon recommendation of the Librarian and vote of the Trustees after such recommendation has been laid over one week.

#### SHELVING AND TRACING OF BOOKS.

To keep track of the contents of the Library after they are catalogued, it is necessary to keep a list called a shelf list, showing the number of books that belong on each shelf, and by this list the shelves are read each year, so that if a book is not on the shelf and is not properly charged out, as being in use, its absence is detected. This process requires the service of six competent persons working each forenoon of each working day throughout the year in the Central Library alone. The same process of reading is applied also to the shelves in the branch libraries.

About 200,000 volumes in the central building are on shelves where they can be taken down and consulted, without the service of an attendant, as in Bates Hall, or with the service of an attendant, as in the special collections and in the Fine Arts, Patent and Music Departments.

#### ANNUAL INVENTORY.

An annual inventory is made at the end of the year of all the personal property of the Library, except works of art, books and other library material shown on the shelf list and included in the catalogue.

## PERSONS WHO WORK THE LIBRARY.

The persons employed in the Library are organized under the following heads: Executive Department, including the librarian, assistant librarian, auditor, clerk, custodian of the stock room, etc.; Catalogue Department, including the chief cataloguer and assistants; Ordering Department; Shelf Department; Bates Hall, including the custodian and assistants; the Special Libraries, including also all persons employed in the Department of Music and Fine Arts; Statistical Department, including documents and manuscripts; Periodical and Newspaper Rooms; Patent Department; Issue Department; Children's Department; and the Registration Department, which registers card holders entitled to take out books for home use, and the Branch Department, in charge of the supervisor of branches and reading rooms, who has supervision of the operation of the branches and reading rooms individually and in connection with the Central Library. All these Departments are located in the central library building.

The library has 11 branches and 17 reading rooms located in different parts of the City, each of which has a custodian in charge of its work, with necessary assistants, and in most cases a janitor to care for the premises.

Printing and Binding Departments, employing thirty-six persons, are maintained in separate premises at 42 Stanhope street.

For the Sunday and evening service forty-four places must now be filled in the Central Library, and thirty-eight places in the branches, requiring the employment of one hundred seventy-one persons. Much of this service is performed by persons employed from outside the regular library force, and paid by the hour for actual service according to a schedule of the positions and rate per hour to be paid authorized by the Trustees.

Throughout the system a time register is kept, in which employees are required to enter the exact time that they arrive on duty each day, and their absence from duty during regular hours is also noted thereon.

The regular library staff, so-called, that is, the persons em-



ployed in working the books, maps, manuscripts, and other material in the Library for the use of the public, consists of two hundred and nineteen persons, of whom forty-six are employed in the Ordering, Cataloguing, and Shelf Departments, thirty-one in the Issue Department of the Central Library, nine in Bates Hall, twelve in the Department of Special Libraries, Fine Arts, Music, etc., twelve in the Branch Department at the central building, and seventy-seven in the branches and reading rooms. The remaining twenty-one are employed in the Children's, the Registration, Statistical, and Executive Departments, and in the Patent, Newspaper, and Periodical Rooms.

#### SALARIES AND WAGES.

The employees in the Binding and Printing Department are paid union wages and work union hours. All other employees who are classed either as "laborers, workmen or mechanics" are employed at wages prevailing in those employments and at hours fixed by the State law applicable to cities which have accepted its provisions, as Boston has, at "not more than eight hours in any one calendar day, or more than forty-eight hours in any one week."

The other employees of the Library, constituting the regular library staff, two hundred and nineteen in number, are paid salaries fixed by vote of the Trustees. Eighty-five of these employees are males and one hundred and thirty-four are females. The average compensation of all these persons, including the librarian, assistant librarian and heads of departments, is \$670.45 a year, the average of all the males being \$853.90 and of the females \$584.28 a year.

Excluding the librarian, assistant librarian, and ten other persons employed as heads of departments, the average salary paid to the remaining two hundred and seven persons is \$585.34 a year. Of these persons seventy-five are males who receive the average salary of \$610.12 a year, and one hundred and thirty-two are females who receive the average salary of \$575.22 a year.

The custodians of branches, which are really libraries in themselves are all women, and the highest salary paid to any one of them is \$910 a year.

A vacation without loss of pay is allowed to each employee in the regular force of two days in each month, or twenty-four days for each full year's service. One half of this vacation is allowed to all other employees. Beyond this no person is paid while not actually on duty, except by special vote of the Trustees in an occasional case of extreme hardship from sickness.

No person is added to the regular pay-roll, nor is the salary of any employee on the pay-roll increased, without a specific vote of the Trustees in the form of an order in each case, an attested copy of which is filed with the City Auditor.

The weekly pay-rolls are made in duplicate, showing the name of each person employed, the character of the service performed, the rate of salary or wage, and the amount payable to every such person for the week. These are prepared and signed by the Library Auditor, and after the approval attested by signature of the Librarian, signed and sworn to by the President of the Trustees. They are then sent to the State Civil Service Commission, and its certification of approval affixed, after which one set is sent to the City Auditor as the warrant for the weekly payment of the employees, and the duplicate set is filed in the office of the State Civil Service Commission.

#### EDUCATIONAL QUALIFICATIONS.

Three grades of educational qualifications are required of persons employed, and determined by competitive examinations. The lowest grade, which includes a comparatively small number of pages, sub-assistants, etc., requires a training equivalent to a grammar school course. The middle grade requires qualifications equivalent to a high school training and familiarity with one foreign language. The third grade, including seventy-seven of these persons, requires qualifications equivalent to those obtained by a college course, and familiarity with two foreign languages.

The proper cataloguing and classifying of books and the reference work necessary to aid those using the Library, also requires in many positions much higher qualifications than those which could be obtained by the ordinary college course.

#### SUPPLIES, REPAIRS AND CONTRACTS.

No supplies are purchased or repairs made without vote of the Trustees. At each weekly meeting the Librarian submits a list of these which, upon examination and revision, is voted by the Trustees, and then transmitted to the Library Auditor as authority for the purchase and repairs. All orders for such supplies or repairs are in writing, signed by the Librarian, and numbered to correspond with the stub record, upon which is minuted the date of the list authorized by the Trustees on which the item appears, and the number of the item on that list. Bills rendered are checked up from the stub record, and the receipt of the goods or the completion of the repairs is certified by the head of the department to which the goods are delivered, or in which the work is done, or if the receipt is for supplies to be kept in stock their receipt is certified by the custodian of the stock room. The bill then goes to the Library Auditor, who certifies it as correctly figured. It is then endorsed by the Librarian, presented to the Trustees, and its payment voted by them. A requisition is then drawn by the Library Auditor upon the City Auditor for the payment, which is signed by the President of the Trustees, and attested by the Clerk of the Corporation.

Supplies are disbursed from the stock room only upon requisition by the head of each department for which any supply is needed, which must be approved by the Librarian, and is then honored by the custodian of the stock room, who keeps a record showing all purchases, from whom purchased, amount paid, distribution by day, month and year to the several departments of the Library, and at the end of each year makes a summary account showing under each department the amount and cost of the supplies furnished to it, itemized under the several articles.

The originals of all contracts made are filed with the City Auditor, and a duplicate copy with the Library Auditor, and

under the State law requiring it a copy of each contract is also deposited in the office of the City Clerk.

#### HOURS OF SERVICE.

The Central Library and the branches open and their work begins at nine o'clock in the morning. The reading rooms open in the afternoon at varying hours, principally at two o'clock. The service continues until ten o'clock at night at the Central Library building and at the West End Branch, and until nine at the other branches and reading rooms except during the summer months. During June, July, August and September the Central Library and West End Branch are closed at nine o'clock. The other branches and reading rooms during a shorter period close earlier than in winter, principally at six o'clock. The Central Library is in operation 102 week days of twelve hours each, 203 week days of thirteen hours each, 17 Sundays of seven hours each, and 35 Sundays and two holidays of eight hours each, making an aggregate of 359 days, and 4,572 hours during each twelve months.

The Sunday service as now arranged includes the Central Library and the West End Branch throughout the year. All the other branches (except the West Roxbury Branch, which has no Sunday service) and the eight largest reading rooms provide Sunday service from November 1 to May 1 only. The hours are as follows:

At the Central Library and West End Branch, from two o'clock to ten o'clock, except that the closing hour is nine o'clock during June, July, August and September. At the other branches (except West Roxbury), and at the eight largest reading rooms (namely, Allston, Codman Square, Broadway Extension, Warren Street, Roxbury Crossing, Boylston Station, City Point, Parker Hill), two o'clock to nine o'clock. At all of these reading rooms except Codman Square the room is closed from six to seven o'clock.

The total number of hours of Sunday service provided annually at the Central Library and at the West End Branch is

399 each; at the other branches (except West Roxbury) and at the Codman Square Reading Room, 182 hours each; and at the following reading rooms: Allston, Broadway Extension, Warren Street, Roxbury Crossing, Boylston Station, City Point, Parker Hill, 156 hours each.

#### EXTENSION OF THE SUNDAY SERVICE.

In November last the Trustees received from the City Council the following resolutions:

WHEREAS, The Revised Ordinances of the City of Boston, chapter 24, section 1, provide that as a part of the duties of the Trustees of the Boston Public Library they 'shall adopt such measures as shall extend the benefits of the institution as widely as possible;' and

WHEREAS, The Public Library is now closed Sunday mornings, at a time when, were it accessible to men and women who are obliged to labor through the week, they would enjoy its benefits; now, therefore be it

RESOLVED, That the City Council of Boston expresses the opinion that the Trustees would be conferring a benefit which would be widely appreciated if the main public library were open as early as nine o'clock, Sunday mornings, and they are respectfully requested to take steps as early as possible to make such a change; and be it further

RESOLVED, That the City Clerk be directed to send a copy of these resolutions, together with the vote upon their adoption in each branch of the City Council, to each of the Trustees of the Public Library.

They therefore deem it proper to present here estimates of the additional expense required if the Sunday service is extended.

If the Central Library only is opened throughout the year at nine o'clock instead of two o'clock, and closed as at present, the additional expense would be \$6,634.

If the Central Library and West End Branch are opened throughout the year at nine o'clock and closed as at present, the additional expense would be increased to \$7,115.

If besides Sunday service at the Central Library and West End Branch throughout the year as above, the other branches and reading rooms now provided with Sunday service from November 1 to May 1, are opened during those months at nine o'clock instead of two o'clock, and closed as at present, the additional expense will be increased to \$9,585.

If the hours of Sunday service are made uniform at the Central Library and such branches and reading rooms as now have Sunday service, that is, if it is provided *throughout the year*, instead of continuing from November to May only at certain branches and reading rooms previously mentioned, the opening hour being nine o'clock and the closing hours as at present, the additional expense will be increased to \$14,255.

Inasmuch as Sunday service is now provided at the branches and larger reading rooms, it is probable that it would not be considered equitable to confine an extension of the service to the Central Library, but that an increase in the number of hours would be required at the branches and at some at least of the reading rooms.

At the time the resolution of the Aldermen and Council, above referred to, was received by the Trustees, they had not the means at their command, without impairing the service of the Library in other directions, to extend the hours of Sunday opening, even if upon consideration of the matter they came to the conclusion that it was their duty to do so. The matter is being carefully considered by the Trustees. They furnished to Your Honor, with the usual estimates for the general expenses of the Library, as it is now maintained and administered, for the ensuing year, estimates of the expense of extending the hours of opening on the Lord's Day, which are above given. They also suggested to you in answer to inquiries as to what legislation, if any, was desirable with regard to the Library, the advisability of asking the General Court for legislation to remove any doubt which now exists as to whether it would be a violation of the law of the Commonwealth to extend the library service on the Lord's Day to the same hours that it is maintained on week days.

They were especially moved to do this by the fact that the District Attorney instituted a criminal prosecution against an employee of the Library for receiving and issuing books and doing other work incident thereto on the Lord's Day some time ago, and that although the employee was after a trial discharged, they are informed that one suggestion made by the Court was, that the work was done in the afternoon at a time in the day not

generally appropriated for religious worship. It seems to the Trustees that the consideration of the question of opening the Library for more hours on the Lord's Day ought not to be embarrassed by the suggestion which is made to them that it would be unlawful. The Trustees desire to administer the Library service upon the Lord's Day, as upon all other days, within the means at their command, so that it may be of the best service to all the people of the City; and they trust that the question of further opening the Library on the Lord's Day will be so fully discussed by the public that there may be no ultimate doubt as to what well-informed public opinion upon that matter is.

#### HOW THE LIBRARY SYSTEM IS WORKED AS A UNIT.

The great problem in working the library system is to handle and work its collections as a whole. If each branch was operated as an independent library, its work, though important, would be of very much less public benefit than it is when combined with the Central Library, as is done to a large and increasing extent. If a person using any one of the branches desires a book which is not in the branch collection but is in the central collection, application is made by the branch library to the Central and the book is sent to the branch. The same is true of applications at reading rooms. This requires an accurate method of registration of applications, and of entries of transfers and return of books, and the constant supervision of the work by a trained and competent supervisor.

It also requires transportation, and the Trustees hire two automobile wagons at an expense of \$5,200 a year, and also use local expresses somewhat in addition, to transport books between the branches and reading rooms and the Central Library, and to engine houses, public institutions and public and parochial schools. In the month of March last, nearly 11,000 books were sent to the branches from the Central Library upon such individual applications, and over 3,000 volumes were sent on deposit to the various reading rooms. During the same month over 18,000 books were carried by these wagons from the branches

and reading rooms to the Central Library. The State law which is construed as limiting the hours the drivers of these wagons can work to eight hours a day and not to exceed forty-eight hours a week, limits this method of transportation and makes the service somewhat more expensive than formerly.

#### LIBRARY COÖPERATION WITH SCHOOLS, ETC.

The Trustees endeavor to coöperate with the educational work of the schools as far as possible without impairing the Library service in other directions.

During the past year the Library has been daily supplying with books 28 branches and reading rooms, 115 public and parochial schools, 48 engine houses and 29 institutions, and sending out an average of about 400 volumes every day by its delivery wagons. In addition to this the branches themselves and two of the largest reading rooms are sending out books on deposit distributed among 124 places and amounting to over 16,000 volumes annually, of which over 12,000 are sent to schools. That is to say, not only is the collection of the Central Library used as a reservoir from which books may be drawn for use in the branches and reading rooms, but each of the branches and reading rooms is in itself a reservoir from which books are drawn for use by teachers in schools in its immediate vicinity.

This applies not only to books, but to photographs and pictures of different kinds mainly for use in schools in connection with the work of the teachers. These are sent out from the Central Library to the branches, and also from the branches to the teachers in their vicinity in portfolios each containing about 25 pictures, which when used by the teachers are returned. These collections consist of illustrations of fine arts, physical and commercial geography, colored views of all countries, types of peoples, industries, transportation, etc. In November last one branch issued 200 pictures in this way, another 350, and another 822. About 10,000 pictures from the branch collections are annually lent to reading rooms, schools and study



clubs, and the Fine Arts Department of the Central Library also sends out nearly 700 portfolios of pictures to 85 schools. From the branches and reading rooms about 360 teachers are supplied with books for use in their work, and the school circulation from the branches and reading rooms is over 80,000 volumes a year.

In addition to this, the Library also provides selected collections of books asked for by teachers to aid them in their work. In October last, 30 requests by teachers for books were received at the Central Library, accompanied by lists of books desired, varying in number from four volumes to 239 volumes, and 29 similar requests were received where the teacher gave only the subject upon which books were desired. Some of these requests were as follows: "Moths, butterflies and insects. — King Arthur and his Knights. — Fifty books pertaining to geography and American history. — A set of books on Mohammed, the Koran, Ottoman Empire and Sultans. — Works of American poets — as many as possible; Works of English poets — a few. — A set of books on Africa or United States history. — Books on Indians, transportation, days of the 'Forty-niners,' Great Lakes, Mississippi River, homes of people of different nationalities, Hudson Bay Co. — A set of books on the colonization and development of the country. — Two hundred books, if possible, on Greek history, Greek literature, Greek plays, travel and social life in Greece, Greek art, and English and American fiction, myths of all lands, American literature, nature books. — American history from the close of the Revolution to the end of the Civil War."

The work of the Library in connection with the schools has rapidly increased during the past few years, and to the extent that it can be done without undue interference with the use of the Library by the public, may be properly continued.

The Library cannot, however, be made a mere adjunct to the schools without impairing its efficiency for the main purpose for which it is designed and should be maintained for public use. It must also be borne in mind that to the extent that the Library aids the schools by doing that which the schools would otherwise

be required to do, it adds to its own expenses and correspondingly reduces the expenses of the schools.

The question of how far the Library ought, with due regard to its other work, or can within the appropriations made for it by the City Council, increase this work with the schools is important, and requires constant and careful consideration.

#### ASSISTANCE TO PERSONS USING THE LIBRARY.

Constant assistance is also given to children and others who come to the Library to find books upon subjects upon which they wish information. On a single day in December last, 158 children by actual count came into the rooms of a single branch library between three and five o'clock in the afternoon, and this was not regarded as an unusual number.

The following are some of the inquiries recently made for information at one branch during three days:

"Please tell me the author of Kenilworth?"	The dragon fly?
"Please tell me the author of Tom Brown at Rugby?"	<i>In connection with the study of history:</i>
"Please tell me the author of The Birds' Christmas Carol?"	Something on Draco.
"Please tell me the author of Tom Sawyer?"	" on the Persian Wars.
<i>In connection with literature:</i>	" on the "Holy Crusades."
Something on the life of Socrates.	" on Sir Walter Raleigh.
" on the life of Coleridge.	" on George Washington.
" about William Tell.	" on General Custer.
" about Robin Hood.	" on any American leaders or heroes.
" on Burns's love of nature.	" on the Pequot War.
<i>In connection with geography:</i>	" on the English settlers in America.
Something on Asia.	" on the Salem witchcraft.
" on Africa, rivers, etc.	" about the Lewis and Clark expedition.
" about the boys of different countries.	" about Barbara Frietchie.
<i>In connection with science:</i>	"A book about the Civil War, for a man."
"Can you give me a book explaining the causes of moisture in the atmosphere?"	<i>General requests:</i>
The origin of the tides?	Christmas stories, poems, the story of the first Christmas. (Many times.)

- Life of Christ.  
 New Year's poems.  
 Lives of the Saints. (Many.)  
 St. Nicholas.  
 Life and work of Jean François Millet.  
 "Who was the best author of the life of Napoleon? What a pity Carlyle did not write his life."  
 "Please find": My hunt after "the Captain."  
 Breathes there the man, etc.  
 The discontented pendulum.  
 "Have you the Speeches of Henry Grattan?"  
 "Can you give me a Polish book?"  
 "Have you something on Phonics?"  
 "Have you something on Whitney's cotton-gin?"
- "Have you the Directory for 1907?"  
 "Do you have the daily papers?"  
 John Law. His method of finance.  
 Nationality of Cooper's mother.  
 Enough about the Star Spangled banner for a composition.  
 How does the number of words in Greek compare with the number in English?  
 What does Good-bye really mean?  
 All about the Lion of St. Mark's.  
 Story of Daniel Boone, for 4th Grade.  
 Book on initial letters.  
 Story of Thor.  
 What books besides stories for a mother to read? Anything on the training of children.  
 Book on the Desolation Islands.

Some of the subjects upon which information was asked by readers at Bates Hall during a few weeks were:

- Treatment of the Indians by the United States government.  
 Theocratic government of New England.  
 Emulsions in three color photography.  
 A dream book to tell the meaning of dreams.  
 Picture of a pallium.  
 The habitat of the razor fish.  
 Illustrations of flying machines.  
 Effects of the District Option law.  
 Rate of insurance on a building containing a paint shop.  
 Christmas in Spain.  
 Identification of a religious order from the dress on a doll.
- The canon of Ptolemy.  
 "Some nice book."  
 Shakespeare's Taming of the "Crew."  
 "Casero's Essays on senility and friendship" for Cicero's Essays on old age and friendship.  
 Mark Antony's Meditations, i.e., Marcus Aurelius Antoninus's Meditations.  
 Picture of an apricot for a grocer's label.  
 The Grub Street Journal.  
 Coloring of medals.  
 Silvering of mirrors.  
 An automobile road book for England.

A medical book for a young man studying to be an undertaker.	Etiquette of mourning.
The mail-order business.	Effect of colors on human conduct.
An occupation adapted to a nervously prostrated man.	The saloon.
King Leopold and the Congo.	Wall street terms.
Sanctification.	Astrology.
Veal.	Chiromancy.
Tara and its harp.	History of pantomime.
	Education of the nervous system.

On one day in December last readers in Bates Hall asked information on the following subjects:

Polish books.	Livery companies of London.
Who predicted the greatness of New York City?	Scarf's history of Texas.
History of the United States.	Wool waste.
Martin's History of Franklin County, O.	Water gas.
Shakespeare's songs.	Class mottoes.
Vocational schools in Boston.	Stories for Junior Christian Endeavor work.
Commercial law.	Poetry of the American Revolution.
Walt Whitman's works.	A portrait of Sir Francis Bernard.
Dead Sea.	Milton books.
Lassalle, the socialist.	List of public schools in Boston.
Notable Americans.	City of Seattle, Washington.
Use of egg albumen.	Philippine Islands.
Home gymnastics.	Life of Nero and newest fiction.
Lowell Institute lectures.	Foreign menus for Christmas dinners.
United States fisheries.	Boys' clubs.
Poem of Singing Leaves.	Climate of Para, Brazil.
Glaucoma of the eye.	Statistics of deaths in Boston, London, Dresden, and Munich.
Shakespeare's Henry VIII.	Boston city government.
Emma Marshall's novels.	Bigelow genealogy.
French and German indexes of magazines.	Pictures of wood nymphs.
Russian books.	Biographies of prominent men of to-day.
German socialism.	Who was Cassendi?
Electric meters.	Open shelf system in libraries.
Heads of families in First Census of United States.	Electrical apparatus.
Morse's telegraphic code.	Bible stories.
Bunyan bibliography.	Bible characters.
Lieutenant Totten's works.	"New Thought" books.

Forestry bill in last session of Congress.	English heraldry.
Parks.	Greek drama.
Greek architecture.	Municipal elections in Boston.
Psychic treatment of nervous diseases.	United States consular service.
Agriculture.	Signs of the Zodiac.
American Book prices current.	Predestination.
Telegraphy.	English composition.
East India Company.	Text-book on Zoölogy.
Laundries.	Hypnotic therapeutics.
Coffee-houses.	United States War Department reports.

### NEWSPAPERS AND PERIODICALS.

The newspaper room at the Central Library, the papers for which are mainly purchased from the income of a bequest of the late William C. Todd for that purpose, has 355 different papers filed for current reading, of which 267 are in the English language, 16 French, 16 German, 7 Italian, 7 Spanish, 7 Swedish, and the rest in 14 other languages, including one in Old Hebrew, published in Jerusalem, and one in Tagalese and English, published in the Philippines; also Greek, Russian, Armenian, Polish, Welsh, Hungarian, etc.

One paper at least, from every civilized nation, when obtainable, and at least two papers from every State in the Union, are taken. Among them are papers from Buenos Ayres, Rio de Janeiro, Valparaiso, Melbourne, Sydney, Auckland, Cape Town, Alexandria, Yokohama, Shanghai, Bombay, Calcutta, Hawaii, the Philippines, Cuba, and Porto Rico. Fourteen papers are taken from Canada and sixty from Massachusetts. The papers from Boston comprise one in Lettish, three in German, one in Italian, one in Swedish, and all the English dailies and weeklies.

The mere opening, filing, and caring for the use of these papers and selecting from them those which are to be bound into files, is no inconsiderable task. The Boston papers and also the leading papers from other places are bound and preserved in newspaper files which now include 6,514 bound volumes which

are much used. During the last year about 32,000 newspaper volumes were consulted by readers.

One thousand four hundred seventy-seven different periodicals are regularly filed and used in the Periodical Room at the Central Library, 110 in the Statistical, Music, and Fine Arts Departments and in the Children's Room, making with the 89 taken at the branches, 1,676 in all. These include all the leading periodicals of the world in every department of literature and science and in almost every language, all of which find ready readers in the Periodical Room.

French, Germans, Russians, Italians, Spaniards, Poles, Greeks and Scandinavians are among the constant readers who come to the Periodical Room as the current numbers of those periodicals are received, and the workmen of various trades come regularly to read their trade journals which are not accessible to them elsewhere.

The Periodical Room is generally filled with readers, and the bound files of periodicals are also extensively used, the largest use being by students from colleges and other schools in the vicinity. Four hundred and seventy-seven different volumes were recently consulted in one day by students from a single college, and requests for information from bound volumes of periodicals made to the attendant in charge of the room cover a very wide range of subjects. The following recently made illustrate it:

Ancient Babylon, its social and political condition; Modern Turkey and the social revolution there; Articles relating to members of the Cabinet; Poems and pictures on special subjects; Secret Societies in China; Designs for and descriptions of Floral pageants; Psycho-therapy; What Jews have done to promote civilization in England; The Course of noted Irishmen in the world; Technical information on various subjects; Recipes for condiments; Material for use in school and college debates.

Periodicals are also taken and on file in the different branches, the largest number being 66 at the West End Branch, and the smallest, 12, at Orient Heights Reading Room.

## INTER-LIBRARY LOANS.

There is another work performed by the Library, which although not extensive, is still important, and that is its participation in what is called the inter-library loans. It frequently happens that a person in another city or town desires a book which his local library does not have, but which the Boston Library has. In that case, if the local library makes application to the Boston Library the book will be lent to it upon its responsibility for its care and return, and thus the person who desires it in his own town or city can have the use of it.

In this way there were lent to libraries in the State, during the year 1908, 636 volumes, and to libraries outside Massachusetts 176 volumes. On the other hand, a person in Boston can by this arrangement obtain in the same way from other libraries books which the Boston Library does not have.

## CHILDREN'S DEPARTMENT.

One of the most useful departments in the Library is required primarily because children are unable to use a catalogue understandingly. Books for children must either be selected for them by some older person, or the children must see the books so that they can select for themselves.

The Central Library and each branch and reading room now have special accommodation for children, and special books and pictures for their use. At the Central Library the care of the Children's Room, issuing the books, answering questions for information, etc., requires the constant service of a competent and well-trained person. At the branches and reading rooms this work for children is done by the Custodian and assistants.

The following requests for help were made of the Custodian of the Children's Room at the Central Library in three days of December last, and the proper books to meet their needs were recommended to the applicants:

Story of the Wooden Horse.	Story of Bayard.
Coral.	Story of the golden touch.
A Poem about a boy pardoned by Lincoln.	Charlemagne.
Five requests for material on both sides of a debate on Chinese immigration.	A story to read aloud to a group of children.
Rules of order for presiding at a debate.	Story of Massachusetts.
Music as sound for a composition.	Life of Lincoln.
Battle of Lexington.	Number of deaths from tuberculosis each month for two years.
Information about the buildings and streets of Paris.	Christmas plays.
Name of the present Secretary of State.	A piece to speak in school.
Material on Zinc.	Pantomimes.
Sir William Wallace.	A good book to give an elevator boy.
A request for "Geology" in which to look up ancestors.	A present to a little girl of six.
Story of Roland.	Description of Christmas.
	Description of Murillo's paintings.
	The Poem, Night after Christmas.
	Many other requests for poems and stories about Christmas.

It is not always possible to furnish the best book on any required subject, as it may be out of the Library, and the books suggested are from those available at the time.

#### EXHIBITIONS OF BOOKS, PICTURES, ETC.

When the Central Library was opened in its new building in 1895 the rare books, engravings and other treasures of the Library, which had been before inaccessible to the public, were placed upon exhibition in the Fine Arts Room from time to time. This was found to be of so much public interest that exhibitions of this character are now systematized and programmes of them published at the beginning of the winter season in connection with the programmes of lectures.

The exhibitions of pictures are mainly arranged to illustrate the library lectures, but outside lectures, such as those of the Lowell Institute, are also illustrated here when practicable, and events either of artistic, historical, or national importance are noticed. Many of the exhibits have been lent by friends of the Library, as — Issues of the Kelmescott Press, Portraits of George



Washington, Bookplates by Boston artists, Prayer Books, A collection of Valentines, Fine Book Bindings, etc.

Among the historical exhibits may be mentioned those in celebration of the anniversaries of Sebastian Cabot, Americus Vesputius, Hans Holbein, W. L. Garrison, H. W. Longfellow, John Milton, Transfer of the Bradford Manuscript, and among important events illustrated, the death of Pope Leo XIII., coronation of Edward VII., the War with Spain, visits to Boston by Admiral Dewey, by Prince Henry of Prussia, and by General Kuroki of Japan, also the Old Home Week of last year, the Grand Army Convention, and the Convention of the American Medical Association.

Exhibitions of pictures are also regularly held in the branches and reading rooms, the programme of them being published in the quarterly bulletin. The pictures are mainly furnished from the Central Library and hung upon rods in the branches and reading rooms. They are designed to illustrate matters which are of immediate general interest to the public, like the cruise of the United States Fleet, which was illustrated each month by a different set of pictures of scenes in the different countries visited by the fleet; or subjects which are being studied at the time by persons using the Library. The following list of recent exhibitions at one branch and one reading room may be taken as illustrative:

## BRANCH EXHIBITION.

Mansions of England in the Olden time.  
Northern Mythology.  
*Cruise of the United States Fleet:*  
The Atlantic Coast of the U. S.  
South America.  
California.  
Islands of the Pacific.  
New Zealand.  
Australia.

## READING ROOM EXHIBIT.

Historic Ornament.  
*England's History as Pictured by Famous Artists:*  
B.C. 150—A.D. 1154.  
1154—1485. The Plantagenets;  
Lancaster and York.  
1485—1603. The Tudors.  
1603—1714. The Stuarts.  
1714—1900. The House of Hanover.  
Alaska and the Esquimaux.  
Northern Mythology.

## LECTURES.

From twenty to twenty-five lectures are annually given in the Lecture Hall of the Library, admission to which is free to all, and for which no compensation is paid to the persons who lecture. These lectures are mostly on subjects connected with the fine arts, and with special regard to the æsthetic development of cities.

The course of lectures being delivered this season includes among others, "A Trip to Brazil," "Art in Photography, with special reference to Natural Color," "Modern City Planning," "Civic Centres and the Grouping of Public Buildings," "The Hill Towns of Italy," "The Building Up of Boston," "Constantinople," "A Tour through Greece," "Along the Dalmatian Coast," "On the Study of Art," and "John Milton."

## MONEY FOR MAINTAINING AND WORKING THE LIBRARY.

Substantially all the money which the Trustees can use for the maintenance and working of the library system comes from the annual appropriation by the City Council. The Trust funds, that is property given to the Trustees in trust for the uses of the Library, are by law required to be invested by the City Treasurer under the direction of the Finance Committee of the City.

A detailed statement of these funds is annually contained in the report of the City Treasurer and in the report of the City Auditor, and therefore is not presented here. The income received from them in 1908 was \$15,963. This income can only be used for the specific purposes of the several trusts under which it is held, which vary widely. Some are for the purchase of books for separate branches; some for the addition of books to special collections, such as books on government and political economy, books in the Spanish and Portuguese languages, valuable rare editions of books, books of a military and patriotic character, books in memory of specific persons, and in one case only for books published before 1850.

During the past eight years the estimates of the Trustees, the

recommendations by the Mayor, and the amounts appropriated by the City Council have been as follows:

	ESTIMATES OF TRUSTEES.	AMOUNTS RECOMMENDED BY MAYOR.	AMOUNTS APPROPRIATED BY CITY COUNCIL.
1901 . . . . .	\$291,713.65	\$300,000.00	\$302,000.00
1902 . . . . .	310,144.67	305,000.00	300,000.00
1903 . . . . .	318,383.10	305,500.00	305,500.00
1904 . . . . .	320,414.00	300,000.00	305,000.00
1905 . . . . .	325,465.00	310,000.00	310,000.00
1906 . . . . .	324,550.00	320,000.00	324,550.00
1907 . . . . .	326,100.00	325,000.00	325,000.00
1908 . . . . .	332,800.00	325,000.00	310,000.00

#### CHARACTER OF LIBRARY EXPENSE.

The Library is the only great free library for all the people of Massachusetts. The Commonwealth gave the City of Boston a considerable portion of the land upon which the Central Library building stands, upon condition that the building erected thereon, and its contents, should at all times be free to the use of all citizens of the Commonwealth. The result, therefore, is to throw upon the tax-payers of Boston not only the expense of working all the books and material of its library system for the benefit of its own citizens, but also the expense of working much of its books and library material for the benefit of all the citizens of the Commonwealth who desire to use it. Every municipality within fifty miles of Boston naturally governs its own library expenditures for buildings, books and maintenance by this fact. It knows that, as its people who require the most expensive books, the most valuable library material for their use, will find them in the Boston Public Library, therefore it does not need to provide them itself.

The Library is also the only free scholars' library in Massachusetts, that is to say, it is the only free library where scholars can efficiently conduct scholarly research. It is situated at the center of a district containing at least a million and a half people who can by modern means of communication go to the Library

and use it and return to their homes each day, and many of them do so. The citizen of Lowell or of Taunton, or of any other place within no greater distance from Boston, who wishes to use a library in the preparation of a book, or in some matter of scholarly research, knows that while he may find in the local library there some of the material required, he will not be likely to find sufficient for his purpose, and therefore, he goes to the Boston Public Library, where he finds a larger amount of material than can possibly be given by any other free library in the Commonwealth.

The expense of working so large a library system over the forty-three square miles of the city area is also proportionately greater than the expense of working a small library.

One peculiarity of the working of the library system is that the expense and waste of the working increase disproportionately to the additions which are made to the collection. A library system is like a telephone system, where each additional subscriber disproportionately increases the cost of working the whole system. The expense and waste of efficiently working a collection of a million books is more than ten times as great as the expense and waste of working one hundred thousand books, because each book is worked in connection with every other.

Again, as it is true that the public library system is of value only as it is used, and that to produce the utmost value from its use it should be used to the limit of its capacity, so it is equally true that the increasing use of it produces a disproportionately greater increase in the expense and waste of working. Books that are transported frequently and over a large area of use wear out proportionately faster than they would if they were transported less frequently and over a smaller area.

Books which are put to general public use wear out very rapidly. Volumes that are purchased at the average price paid for books bought with appropriations by the City Council, are not only books which wear out because they are in constant use, but they are necessarily of such paper, typography, and binding as to wear out rapidly by use. The cost of replacing such books, either with new books of the same kind or with new editions or

other books upon the same subject is very great and causes a great and constantly increasing expense.

#### PURPOSE OF THE LIBRARY.

The primary purpose of a public library is to educate the people by giving the use of good books and other educational library material to persons who might not otherwise enjoy such use. But it is also of great public importance that the library should within the means at its command afford opportunity for study and research by scholars and students. In doing this our Library supplements the work of our public schools and of the university. To most of the graduates of our grammar schools who pass at once into active life the Library stands in place of the high school, the academy and the college, and it is to them a university. In the aggregate of all its services, the Boston Public Library is in itself a system of education for all and free to all.

The distinguishing characteristic of the education given by a public library is that it is not imposed upon the person who has it. The education of the schools is to a greater or less extent imposed upon those who receive it, and it is necessarily general in its character, without regard, to any great extent, to the individual needs of the persons who receive it. The schools must educate persons in classes and upon general lines of knowledge. The Library, however, educates only in response to individual wants and demands. Everything that is done by it is done in response to requests from individuals who ask for that which they each want most. Every one of the million and a half volumes issued by the Boston Public Library in a year for direct home use is issued because some particular person wants that book. Every book consulted in the Central Library or its branches or reading rooms, every newspaper consulted, every manuscript, every picture furnished for use is furnished because some particular person asks for it, presumably because he needs it. It is obvious that education of this kind is likely to be more effective in the development of individuals along the lines in which they are each capable of development than any system of education which deals with

individuals in classes, and imposes upon them certain required courses of study.

It was the original design of the wise, sagacious, and public-spirited citizens who promoted the foundation of the Public Library that it should be a means of education for all. Such has been the course of its development up to this time, and such should be its future development. This means constantly increasing appropriations for its support and improvement. The proper maintenance, work, and development of the library system requires an annual appropriation of not less than \$350,000. Without this, the Library will fail to be efficiently worked and improved to its full capacity for the education of our people, and its usefulness will surely decrease. The Library cannot simply mark time. It must either march forward, or fall behind in its work.

#### VOLUNTARY SERVICE AND GIFTS.

One of the most interesting things about the Boston Public Library is the extent to which it has been created, developed, and worked by voluntary and unpaid service. It has always been in charge of an unpaid board of citizens as Trustees, who have given constant personal attention to all its affairs. Among the many able and public spirited citizens, former Trustees, who have done so much for the Library, it is not invidious to mention William W. Greenough, who was a Trustee for thirty years, during twenty-two of which he was President of the Board. Upon his retirement, his fellow Trustees said of him: "He daily devoted to the work of the Library as much time and labor as most men devote to their private affairs." Such services by him and by other former Trustees now living, as well as those who have passed away, have been more valuable to the Library than gifts of silver and gold, and should always be remembered by the people of our City.

The gifts which have been received, during the year as in former years, of books and other library material, have been acknowledged to the givers, and are too numerous to be detailed

here. The only pecuniary gift received during the year has been a bequest of \$5,000 for the purchase of standard Catholic books, under the will of Patrick F. Sullivan, late of Boston.

A large part of the collections of the Library have been given to it, while nearly five hundred citizens have served from time to time upon its important Examining Committee, many of whom have given much time and performed excellent service in that capacity. There is no similar institution anywhere which has been promoted and developed by more unselfish, constant, and effective civic effort. The City Government representing the taxpayers has also been liberal in its appropriations for the support of the Library. In its appropriation for the erection of the central library building Boston has been munificent beyond any other American city.

#### LIBRARY SERVICE.

Modern library service is a profession which requires not only accurate technical knowledge and excellent ability, but also constant patience and uniform courtesy on the part of those engaged in it. The Trustees believe that tested by this standard the service of the Library is not excelled by that of any other; and they have much pleasure in repeating the testimony borne in their last annual report, to the fidelity, industry and zeal with which the Librarian and other persons employed in the various departments of the Library have discharged their respective duties.

#### EXAMINING COMMITTEE.

The Trustees appointed an Examining Committee of persons not members of the Board, and joined with them the President of the Board as Chairman, to examine the Library and make to the Board a report of its condition, as required by the ordinance. That Committee consisted of the following persons:

Rev. Joseph G. Anderson.  
Miss Frances E. Cawley.

Mr. J. Allen Crosby.  
Mr. Pio DeLuca.

Mr. Nathan Haskell Dole.	Mr. Oliver W. Mink.
Mrs. Thomas F. Harrington.	Mrs. Stephen O'Meara.
Miss Bertha Hazard.	Mr. Augustine L. Rafter.
Mrs. George A. Hibbard.	Miss Julia G. Robins.
Rev. Reuben Kidner.	Rev. A. B. Shields.
Mr. Henry Lefavour.	Mr. William G. Shillaber.
Mrs. Alice M. Macdonald.	Mr. Alexander Steinert.
Mr. Francis P. Malgeri.	Mr. Raymond Titus.
Mrs. T. E. Masterson.	Mr. Charles H. Tyler.
Mr. John P. Woodbury.	

The report of the Committee is hereto annexed and included as a part of this report. The Trustees and the people of the City are under obligations to the persons who as members of this important Committee have kindly consented to give their time and attention to the performance of its duties.

#### CONCLUSION.

In conclusion, the Trustees beg leave to state that their personal attention has been regularly given to the Library during the year, stated meetings of the Board have been held each week throughout the year except during the summer months, when a committee of the Trustees has attended to all matters which required attention. Some one of the Trustees, and often more than one has also visited the Library or some of its Branches every day to observe its working and aid so far as necessary in the conduct of its affairs.

These duties have been pleasant because the Trustees feel that the Library enjoys the confidence of the people, and they have found a rich reward for their services in being the honored instruments of conducting an institution which is an ornament and a blessing to the City of Boston.

JOSIAH H. BENTON.  
 THOMAS F. BOYLE.  
 WILLIAM F. KENNEY.  
 SAMUEL CARR.  
 ALEXANDER MANN.





## BALANCE SHEET, RECEIPTS AND

DR.

## CENTRAL LIBRARY AND BRANCHES:

## To expenditures for salaries —

General administration . . . . . \$177,695.93

Sunday and evening force . . . . . 21,475.05

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\$199,170.98

## To expenditures for books —

From City appropriation . . . . . 14,823.73

Trust funds income . . . . . 16,444.68

Carnegie gift, Galatea collection . . . . . 11.57

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31,279.98

## To general expenditures —

Newspapers, from Todd fund income . . . . . \$2,168.34

Periodicals . . . . . 3,642.81

Furniture and fixtures . . . . . 3,436.33

Gas . . . . . 2,299.92

Electric lighting . . . . . 1,501.01

Cleaning . . . . . 8,625.39

Small supplies . . . . . 2,691.08

Ice . . . . . 216.26

Stationery . . . . . 1,120.71

Rents . . . . . 12,733.61

Fuel . . . . . 10,342.60

Repairs . . . . . 3,341.70

Freights and cartage . . . . . 1,439.48

Transportation between Central and Branches . . . . . 4,184.87

Delivery Station, rent and service . . . . . 916.63

Telephone . . . . . 423.32

Postage and telegrams . . . . . 1,197.57

Typewriting . . . . . 10.93

Travelling expenses (mainly street car fares on library  
service) . . . . . 217.14

Grounds . . . . . 69.08

Lecture account (lantern slides and operator) . . . . . 310.85

Miscellaneous expense . . . . . 16.45

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60,906.08

## PRINTING DEPARTMENT:

To expenditures for salaries . . . . . \$7,309.50

## To general expenditures —

Stock . . . . . 1,442.45

Electric light and power . . . . . 264.10

Contract work . . . . . 267.17

Rent . . . . . 470.68

Freights and cartage . . . . . 257.17

Insurance . . . . . 220.53

Gas . . . . . 220.17

Cleaning . . . . . 32.50

Small supplies, stationery, ice, repairs, furniture and  
fixtures . . . . . 37.26

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10,521.53

Carried forward . . . . .

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\$301,878.57

## EXPENDITURES, JANUARY 31, 1909.

		CR.
BY CITY APPROPRIATION, 1908-09 . . . . .	\$310,000.00	
Income from Trust funds . . . . .	15,963.00	
Interest credited on bank deposits . . . . .	132.75	
Payment received for books lost . . . . .	258.00	
Income from Center fund real estate . . . . .	1,291.34	
Carnegie gift for Galatea collection . . . . .	100.00	
	<u>          </u>	\$327,745.09
BY BALANCES BROUGHT FORWARD FEBRUARY 1, 1908:		
Trust fund income on deposit in London . . . . .	\$2,861.92	
On deposit, Baring Bros. Ltd. . . . .	72.75	
Accrued interest on bank deposits . . . . .	2,103.47	
Accrued income, Center fund real estate . . . . .	1,254.84	
Trust fund income balance, City Treasury . . . . .	15,859.06	
	<u>          </u>	22,152.04

*Carried forward* . . . . . \$349,897.13

<i>Brought forward</i>	.	.	.	.	.	.	\$301,878.57
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To expenditures for salaries . . . . .	\$22,976.00
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Stock	1,502.67
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Electric light and power . . . . .	55.30
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Contract work . . . . .	59.45
	<u>227.22</u>

Rent	837.28
Fuel	255.00

Freights and cartage . . . . .	255.00
1	105.75

Insurance	.	.	.	.	.	.	.	195.75
Gas								51.19

[illegible]

Cleaning . . . . .	22.50
Small supplies stationery ice repairs . . . . .	27.31

Small supplies, stationery, etc., repairs				\$795
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25,992.45

From fines . . . . .	\$5,548.05
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Sales of catalogues, bulletins, and lists . . . . .	125.02
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Commissions for use of telephone . . . . .	99.88
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Sales of waste paper and other waste material	53.22
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Money found in the Library . . . . .	7.14
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5,833.31

Trust funds income on deposit in London . . . . .	\$2,774.64
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On deposit, Baring Bros. Ltd.	72.75
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Accrued interest on bank deposits . . . .	2,186.17
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Accrued income, Center fund real estate . . . .	2,546.18
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Trust fund income balance, City Treasury . . . . .	14,346.37
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Carnegie gift for Galatea collection . . . . .	100.00
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22,026.11

**\$355,730.44**

## EXPENDITURES, JANUARY 31, 1909.

	CR.
<i>Brought forward</i> . . . . .	\$349,897.13
<b>BY RECEIPTS:</b>	
From fines . . . . .	\$5,548.05
Sales of catalogues, bulletins and lists . . . . .	125.02
Commissions for use of telephone . . . . .	99.88
Sales of waste paper and other waste material . . . . .	53.22
Money found in the Library . . . . .	7.14
	<hr/>
	5,833.31
	<hr/>
	\$355,730.44

## REPORT OF THE EXAMINING COMMITTEE.

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*To the Trustees of the Public Library of the City of Boston:*

The Examining Committee report to you as follows:

The Committee was called together by the President of the Board of Trustees, Josiah H. Benton, who read the ordinance prescribing the duties of the Committee, and suggested that to insure entire independence of action the Committee should organize with its own special chairman, and such sub-committees as its officers might see fit to appoint.

The Committee then organized by the choice of Rev. Reuben Kidner as Chairman, and Mrs. Stephen O'Meara as Secretary, and the appointment of the following sub-committees:

### ADMINISTRATION.

	Mr. John P. Woodbury, <i>Chairman.</i>
Mr. Pio DeLuca.	Mr. Alexander Steinert.
	Mr. Raymond Titus.

### BOOKS.

	Mr. Nathan Haskell Dole, <i>Chairman.</i>
Mrs. George A. Hibbard.	Mr. Francis P. Malgeri.
Mr. Henry Lefavour.	Mr. Oliver W. Mink.

### BRANCHES.

	Mr. Henry Lefavour, <i>Chairman.</i>
Mr. J. Allen Crosby.	Mrs. Alice M. Macdonald.
Miss Frances E. Cawley.	Mr. Augustine L. Rafter.

## CATALOGUES.

	Rev. Joseph G. Anderson, <i>Chairman</i> .
Mr. Raymond Titus.	Mrs. Stephen O'Meara.
Mrs. Thomas F. Harrington.	Mr. Pio DeLuca.
Mrs. T. E. Masterson.	Mr. J. Allen Crosby.

## FINANCE.

	Mr. Charles H. Tyler, <i>Chairman</i> .
Mr. Oliver W. Mink.	Mr. Alexander Steinert.

## PRINTING AND BINDING.

	Mr. J. Allen Crosby, <i>Chairman</i> .
Mrs. T. E. Masterson.	Mr. William G. Shillaber.
Mrs. George A. Hibbard.	Mr. Oliver W. Mink.
Rev. Joseph G. Anderson.	Mr. Alexander Steinert.

## FINE ARTS.

	Mr. Nathan Haskell Dole, <i>Chairman</i> .
Mrs. Thomas F. Harrington.	Miss Julia G. Robins.
Miss Frances E. Cawley.	Rev. A. B. Shields.
	Mr. Pio DeLuca.

The Examining Committee, through these sub-committees and at general meetings of the whole Committee, has examined the Library. It finds its condition, except in respect to the matters hereinafter noted, to be satisfactory, and the organization of its employees to be well adapted to the proper conduct of its affairs.

The Committee has examined specially into the financial needs of the Library by the sub-committee on finance, whose report, adopted by the whole Committee, is as follows:

*The Sub-committee on Finance* has investigated certain features connected with the financial needs of the Library to which it deems it wise to direct attention.

It is difficult to compare the Library as it exists to-day with the conditions existing prior to 1890, in great part because of the fact that a few years after the Copley Square building was first occupied in 1895, the library system, as a whole, was reor-

ganized, new departments were provided and the collections, of books in particular, were enlarged in a marked degree. Accordingly, the comparisons which your Committee has made are based upon the conditions existing in 1900, when, generally speaking, the system now being maintained had been perfected. Starting with 1900, therefore, the Committee finds that, with the population in that year of 560,892, the appropriations for the uses and purposes of the Library were \$290,766, or 52 cents per capita of our population. There were in that year 63,163 library cards outstanding, which entitled the holders to the use of books at their homes and on which there was a circulation of 1,176,837 volumes. Accordingly, 11.26 per cent of the population were then provided with cards and the circulation was equal to 18.6 volumes for each individual holder.

As indicating, in some degree, the extent to which the demands upon the Library have been increased, your Committee finds that in 1908, with a population of 628,483, as near as can now be estimated, the appropriations for library purposes were \$310,000, or 49 cents per capita of our population. The "home use" library cards now number 85,085, on which the circulation has aggregated 1,555,027 volumes.

We have, therefore, for this period, extending over eight years, these interesting comparisons to consider, namely: — that the population has increased by 67,591, or by 12 per cent; that the library appropriations have increased by \$19,234, or by 6.6 per cent; that the number of "home use" library cards outstanding has increased by 21,922, or by 34.7 per cent, and that the circulation on such cards has increased by 378,190 volumes, or by 32.1 per cent.

It has not been possible for the Committee to ascertain the extent to which our population has been increased by the non-English speaking immigration during these years, but those who are in any degree familiar with the processes by which a given section or sub-division of our City is changed or altered, will realize and reflect upon the educational needs of those who have come amongst us and upon the obligations which rest upon those who are charged with the duty of considering, and, following the



traditions of our City, of providing for them. What may be true of the non-English speaking classes may be true also, though possibly in a somewhat less conspicuous degree, of those who come from those sections abroad where our own tongue is spoken. But, whatever may be the reasons, it must be evident from the comparisons which we have adduced that certain elements in our population, — whether because of the changes in its constituents, or because of the limitations of their individual possessions, or because of other factors, — are making demands upon our Library and its facilities which the increase in our population does not explain.

A review of the conditions affecting our school attendance and some consideration of the City's efforts to meet the obligations which are made upon it in that direction will serve to emphasize the features to which we wish to direct attention, for, while in 1900 there was a school population of 90,144, requiring appropriations for school purposes, — including the compensation for supervisors, teachers and janitors, the cost of fuel, text-books and school supplies, but excluding the expenditures for the construction and repairs of buildings, — of \$2,616,102, or \$29.02 for each scholar, or \$4.66 for each individual of our population, such appropriations had been increased in 1908 so that for that year, with a school population of 111,450, they amounted to \$3,514,133, or \$31.53 for each scholar, or \$5.59 for each individual of our population. There was, accordingly, with an increase in the number of our scholars of 21,306, or 23.6 per cent, an increase in the appropriations of \$898,031, or 34.3 per cent, an increase in the average expenditures for or on account of each scholar of \$2.51, or 8.6 per cent, and an increased charge of 93 cents for each individual of our population, or 20 per cent.

The conclusions to be derived from a study of these figures tend to establish, it would seem, the fact, which we wish to make impressive, that there is a demand upon our Library for educational purposes not unlike that which is being made upon our public school system and which, we believe, is deserving of the most careful and painstaking consideration.

How, for instance, can an increase in our population during this period of 12 per cent, an increase in our school census of 23 per cent, an increase in our school appropriation of 34 per cent be reconciled with an increase of 34.7 per cent in the number of "home use" library cards and an increase of 32.1 per cent in the circulation of volumes upon them, when the increase in the appropriations for the library system is equal to but 6.6 per cent?

Bearing in mind then, the increased demands upon its facilities which the changes in the character of our population have brought about and bearing in mind also, and as equally important, the closer relation which such facilities are sustaining to the educational institutions of our City, whether publicly or privately maintained, it must be evident that these facilities are being subjected to a strain which needs now to be carefully considered from the view points, first, of what may be presently necessary to meet any deficiencies in their value; second, of what should be done to continue with uninterrupted efficiency the work which has thus far been undertaken, and third, of the extent to which the expectations of our community may and should be met, for we are of the opinion and are agreed that our citizens generally desire its representatives to so apportion their resources that the Library shall not only be maintained but so that it shall be extended and enlarged and made to correspond, as the years advance, with their reasonable wants and needs in these directions.

The Committee desires to add that in making these suggestions it is not unmindful of the demands, as a whole, which are made upon the City's purse and of the efforts which are being made, and in which as individuals they are glad to coöperate, to retrench and to limit the sum of its annual budget. The suggestions which it makes, therefore, are made with due regard to the obligations which, naturally, suggest themselves, and they are urged only in the hope that with the exercise of discriminating judgment the appropriations for the Library may be made sufficient to maintain it on a proper and dignified level, since, as our investigations lead us to believe, it is now more than ever a co-ordinate feature of our educational system and less than ever,

relatively at least, a bureau given over to the circulation of that which is frivolous in literature.

We invite attention to the table which follows:

	1900	1908	INCREASE	
Population	560,892	628,483	67,591	12 p. c.
School Attendants	90,144	111,450	21,306	23.6 p. c.
" Appropriations	\$2,616,102.	\$3,514,133.	\$898,031.	34.3 p. c.
Dollars Per Scholar	29.02	31.53	2.51	8.6 p. c.
" " Capita	4.66	5.59	.93	20 p. c.
Library Appropriations	\$290,766.	\$310,000.	\$19,234.	6.6 p. c.
"Home Use" Library Cards	63,163	85,085	21,922	34.7 p. c.
"Home Use" Circulation	1,176,837	1,555,027	378,190	32.1 p. c.
Library appropriations for each individual of our Population }	52c	49c	*3c	*6 p. c.
Percentage of Cards to Population }	11.26 p. c.	13.54 p. c.	2.28 p. c.	20.2 p. c.
"Home Use" Circulation for each individual of our Popu- lation, in volumes }	2.09	2.47	.38	18.2 p. c.
"Home Use" Circulation for each "Home Use" Card in Volumes }	18.6	18.3	*.3	*1.6 p. c.

\*Decrease

Your Committee is advised that the average sum received in the way of annual compensation by the employees actively connected with the Library, excluding the so-called "ranking officials," is but \$585.34, and that including such officials it is \$670.45. It is manifestly impossible for persons receiving such rates of compensation to create and maintain any adequate fund to which resort can be had in the emergencies of life which confront, or are likely to confront them.

Taking into consideration, therefore, the relatively small sums thus paid, and bearing in mind the fact that the service offers little of material promise, we are led to ask, as a result of our reflections, whether it would not be well to direct attention to this matter to the end that some plan may be agreed upon which

shall have for its object the creation of a fund for the purpose of providing something in the way of a pension for those who become aged or incapacitated and, possibly, in the way of relief, to some extent at least, for those who are called upon to bear the burdens which fall so heavily when sickness or death invade the household. We have in our conferences considered the wisdom of suggesting that some part of the sums now being received for fines, imposed where books are kept beyond the prescribed limits, — such sums for the last year amounting to upwards of \$5,000, — be set apart for such purposes, but whether such a suggestion is or is not advisable, the subject in its general aspects is one which, in our judgment is deserving of consideration.

*The Sub-committee on Books* finds, and the general Committee reports, that a very large number of books require binding at once. Many of these are books of value containing plates and maps, which if not secured by binding the books may be lost and the value of them practically destroyed. The Committee is of the opinion that the interests of the Library imperatively require that a very considerable sum of money should be applied to the repair and rebinding of books, as soon as it can be made available for that purpose without reducing the necessary work of the Library in its general public service.

*The Sub-committee on the Catalogue Department* reported to the general Committee that it was much impressed by the amount of work done by that department, but was surprised to find how quickly catalogue cards become soiled and unfit for use, and expressed a regret that the economy practised required that cards should be patched and repaired instead of being replaced by new ones.

*The Sub-committee on Branches and Reading Rooms* visited by one or more of its members the branches and reading rooms. It reports that the work of the branches is well planned and administered with economy and efficiency. The branches and reading rooms represent the larger popular use of the Library. Through them its resources are brought near to the homes of the people, and the use of the Library for public education is widely extended. About three fourths of the circulation of the Library

is through the branches and reading rooms. They have nearly half the employees of the Library, and are maintained with less than one third of the annual expense for the entire library system. Too much cannot be said in commendation of this part of the library service to the people of the City.

The Committee finds, however, that in the material equipment of the branches and reading rooms there are many and urgent defects and needs, which ought to be cared for at once, and which we are convinced the Trustees are anxious to remedy, but with the present limited appropriation no progress whatever can be made in this direction. More ample accommodations at some points and entirely new quarters at others are desirable, and in fact in some cases absolutely needed. The situation cannot be regarded as satisfactory until each district of the City has a well-equipped library building for a branch library, with separate rooms for children, and has, so far as necessary, comfortable and attractive reading rooms at the various centers of population.

Nevertheless, the most pressing need in all the branches today, and one which ought first to be met, is a larger number of new books. The usefulness of the Library is not strictly proportional to the number of books on its shelves, but to the number of books which the people wish and are willing to read. It is not simply a question of fiction, though there is much to be said with regard to the desirability of furnishing the people with good books of this character. It would be well if more books of fresh and timely interest could be placed in each of the branches, but this would entail increased expense not at present possible without impairing the general library service.

REUBEN KIDNER,

*Chairman.*



## REPORT OF THE LIBRARIAN.

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*To the Board of Trustees:*

I respectfully submit my report for the year ending January 31, 1909.

### REPAIRS AND IMPROVEMENTS.

The diminished appropriation for the administration of the Department has made it necessary to restrict closely the expenditures for general repairs. Only those things have been done which could not be deferred without serious detriment. At the Central Library all the exterior window and door frames were repainted; at the West End Branch the interior of the building has been painted and renovated throughout, and the reading tables and chairs refinished; extensive repairs have been made upon the roof at the Brighton Branch; and at the South End Branch the old furnaces, comprising part of the heating apparatus of the building, were renewed by the replacement of parts that had become defective, and the basement put in good order.

At the Dorchester Branch an extension to the building, built by the Public Buildings Department without expense to the Library, provides about 525 square feet of additional floor space for our use, an improvement that was much needed, and it was found possible, in connection with this extension, to provide an emergency exit from the Children's Room in the third story.

Minor repairs and improvements have been carried out at the Roslindale Reading Room, and our landlords have repainted the reading rooms at Mt. Bowdoin, Broadway Extension, Warren Street and North Street. The purchase of new furniture and other equipment needed at some of the branches and reading rooms has been deferred on account of the restricted appropriations.

The Allston Reading Room was removed to a new location on the first of May. The room now occupied at 6 Harvard Avenue is not only larger than the old one, but is more centrally located, advantages which were immediately reflected in an increased circulation and a larger use of the reading tables.

Curtis Hall, occupied for many years by the Jamaica Plain Branch, was destroyed by fire December 15. Temporary quarters for the Branch, restricted in size but nevertheless fairly serviceable in the emergency, were immediately secured in the Masonic Hall building not far from the old location, and the Branch was reopened there December 28. Fortunately the books and furniture were preserved from fire, although about 3,000 volumes were somewhat damaged by water, requiring rebinding in part.

#### THE USE OF BOOKS.

The table on page 55 shows the circulation for home use and through schools and institutions for the year, in detail, for the Central Library and the various branches and reading rooms throughout the library system.

It should be borne in mind that these figures *do not include the extensive and constantly increasing use of books throughout the library system within the buildings*. This reading and reference use is not recorded statistically, and the tables of circulation do not include the reading-room use of periodicals and newspapers, nor the departmental use of the volumes relating to patents, nor the material circulated from the Fine Arts Department.

The use of books and other library material within the buildings has always been an important feature of this Library. It increases from year to year as the relation of the Library to the schools and higher educational institutions becomes more close. As it increases, it in some degree reduces the number of volumes taken out for home use, especially books required in educational reference work. Since this use is not measured by figures, we lose the weight of its statistical importance in comparison with the returns of some other libraries where a different plan is followed in presenting data as to circulation.



				HOME USE.	SCHOOLS AND INSTITUTIONS.	TOTAL.
CENTRAL LIBRARY:						
a.	Direct	.	.	308,178		
b.	Through Branches and Reading Rooms	.	.	83,957		
c.	Schools and Institutions through Branch Dpt.			.....	62,365	454,500
BRANCHES:						
	Brighton	.	.	39,491	6,718	46,209
	Charlestown	.	.	45,273	8,732	54,005
	Dorchester	.	.	43,197	5,371	48,568
	East Boston	.	.	85,546	8,108	93,654
	Jamaica Plain	.	.	45,097	3,285	48,382
	Roxbury	.	.	75,270	8,376	83,646
	South Boston	.	.	93,023	6,902	99,925
	South End	.	.	87,582	8,606	96,188
	Upham's Cor.	.	.	76,981	585	77,566
	West End	.	.	149,694	959	150,653
	West Roxbury	.	.	32,904	4,328	37,232
<i>Carried forward</i>				1,166,193	124,335	1,290,528
Totals				1,555,027	124,415	1,679,442
<i>Brought forward</i>				1,166,193	124,335	1,290,528
READING ROOMS:						
	A. Lower Mills	.	.	13,176	.....	13,176
	B. Roslindale	.	.	40,304	80	40,384
	D. Mattapan	.	.	10,138	.....	10,138
	E. Neponset	.	.	14,400	.....	14,400
	F. Mt. Bowdoin	.	.	27,236	.....	27,236
	G. Allston	.	.	28,999	.....	28,999
	J. Codman Sq.	.	.	43,590	.....	43,590
	N. Mt. Pleasant	.	.	21,580	.....	21,580
	P. Broadway Ext.	.	.	26,562	.....	26,562
	R. Warren St.	.	.	25,964	.....	25,964
	S. Roxbury Crossing	.	.	20,297	.....	20,297
	T. Boylston Sta.	.	.	25,170	.....	25,170
	W. North Bennet St.	.	.	12,616	.....	12,616
	Z. Orient Hts.	.	.	10,276	.....	10,276
	22. North St.	.	.	7,574	.....	7,574
	23. City Point	.	.	38,131	.....	38,131
	24. Parker Hill	.	.	22,821	.....	22,821

The variations in circulation by months, so far as relates to the Central Library, are shown in the following table, compiled by Mr. Frank C. Blaisdell, Chief of the Issue Department:

## CIRCULATION FROM CENTRAL BY MONTHS.

	HOME USE DIRECT.	HOME USE THROUGH BRANCH DEPT.	SCHOOLS AND INSTITUTIONS THROUGH BRANCH DEPT.	TOTALS.
February, 1908 . . .	31,788	9,827	6,493	48,108
March, " . . .	34,055	10,459	6,518	51,032
April, " . . .	27,371	7,826	6,284	41,481
May, " . . .	24,716	6,257	6,254	37,227
June, " . . .	12,297	4,978	4,116	28,391
July, " . . .	16,888	4,169	2,206	23,263
August, " . . .	18,250	4,059	2,128	24,437
September, " . . .	19,897	4,573	3,804	26,274
October, " . . .	26,583	6,958	5,720	39,261
November, " . . .	30,456	7,961	5,572	43,989
December, " . . .	27,395	8,269	6,421	42,085
January, 1909 . . .	31,482	8,621	6,849	46,952
Totals . . .	308,178	83,957	62,365	454,500

To bring the full effect of these figures clearly before the reader a condensation is necessary, as in the following summary:

*Books lent for Home Use, including Circulation through Schools and Institutions.*

From Central Library (including Central Library books issued through the branches and reading rooms) . . . . .	454,500
From branches and reading rooms (other than books received from Central) . . . . .	1,224,942
Total number of volumes lent for home use and through schools and institutions . . . . .	1,679,442

The usual comparative statements follow, showing the circulation in each of two successive years:

	1907-08.	1908-09.
Central Library circulation (excluding schools and institutions):		
Direct home use . . . . .	287,165	308,178
Through branches and reading rooms for home use . . . . .	84,644	83,957
	371,809	392,135
Carried forward . . . . .	371,809	392,135

<i>Brought forward</i> . . . . .	371,809	392,135
Branch Department circulation (excluding schools and institutions):		
Direct home use —		
From branch collections . . . . .	742,565	774,058
From reading room collections . . . . .	303,458	388,834
	<u>1,046,023</u>	<u>1,162,892</u>
Schools and institutions, circulation: (including books from Central through the branch system) . . . . .	111,279	124,415
Totals . . . . .	<u>1,529,111</u>	<u>1,679,442</u>

To record statistically the use of books within the buildings would require methods which would often delay readers or restrict the freedom of circulation from the open shelves, and the results would not offset these disadvantages.

The issue of books from the Central Library on individual applications sent forward through the branches and reading rooms outside the Central aggregates 83,957 volumes, a decline of 687 for the year. The number of volumes supplied in this way has been declining for some months. This decline is due to our inability to furnish the books asked for, under our present financial limitations. Circulation in general is directly affected by the supply of new books, not only current publications which are always in urgent demand, but also books bought to replace others which are worn out, and additional copies of books already in the library. Therefore, since the purchase of books has necessarily been much restricted during the last six months of the year, a decline in the number of volumes lent for home reading is to be expected. The effect of the reduced appropriation upon the supply of books acquired for the branches, and therefore upon circulation, may be inferred from the following statement contained in the annual report of Mr. Ward, the Supervisor of Branches:

The branches have had 3,653 volumes of new books this year, as against 4,408 in 1907-08. They have had replacements to the number of 2,148 volumes, as against 2,448 the year before. During the last half of the year only Charlestown, Roxbury, and South Boston Branches, where special funds were available, have had any replacements, and the other eight branches have had few new books. The reading rooms have been better

supplied than the branches, and the additions to their permanent collections amount to 5,259 volumes, as against 3,160 in 1907-08. Almost no new books, however, have been bought for the reading rooms during the last eight months.

A considerable number of duplicates were bought last May for the branches and reading rooms and for the deposit collection, and were of the greatest use.

The reading rooms have suffered because it has not been possible in a long time to make additions to the deposit collection, on which they depend to a large extent. The number of volumes on deposit at eight of the reading rooms has been increased a little, chiefly by utilizing very old fiction and other books not in active demand. But the additions to the permanent collections, in the early part of the year, have been a compensation for the deficiencies of the deposit collection.

The problem of an adequate supply of books for the reading rooms is a serious one. To take an example, — there is one reading room which has a direct home use of 19,000 volumes a year. For books to meet this demand it has 600 volumes in its permanent collection, chiefly, though not entirely, books of reference. A part of these are not issued for home use. It has also a deposit of 500 volumes from the Central Library and one of 300 volumes from a neighboring branch. There are, consequently, about 1400 volumes in the collection. In winter so many books are out at certain times that the shelves seem almost empty, and demands for special books have little chance of being satisfied. Here the daily issue from the Central Library, and in this case from a neighboring branch, comes in as a help. This reading room draws 6,000 volumes a year from these two sources, on individual applications, in addition to its direct issue of 19,000 volumes. But the requests which could not be met with the books desired amounted to about 60 per cent of the number received. It is doubtless true that popular demands for books can never be satisfied, and that a collection of a few hundred volumes for general reading, in connection with the daily issue from the Central Library, is perhaps enough. But a considerable further duplication of the classic books, both those for adults and for children, would be most desirable for the reading rooms, if the appropriation of money for the Library permitted it. The collection of an active reading room might very well be 2,000 volumes as a minimum.

The percentage of adult fiction in the books issued for direct home use from the Central Library through the branches was 30.9, and from the eleven branches direct, 34.9. Books borrowed by juvenile readers for home use, classed as fiction, constituted 35.7 per cent of the total issue from the Central Library through the branches, and 35.9 per cent of the issue from the

eleven branches direct. The percentages of the adult and juvenile fiction respectively, in the direct circulation for home use from the Central Library, although not recorded, probably vary little from these figures.

The statistics of circulation are presented in continuation of a series of tables which have, from year to year, appeared in our reports. They are comparable with similar figures relating to our own library, computed on the same basis in successive years, but they are not comparable with statistics from other libraries, unless possible differences in recording circulation, or in local conditions, are borne in mind; a discrimination which is often practically impossible.

Such statistics are frequently given an unwarranted importance. The character of the books circulated is far more significant than the mere number. A single book used by a few persons only may result in promoting the social benefits for which a public library primarily exists to a greater extent than fifty or one hundred books of a different kind which may have a wide circulation.

Nor can the statistics of circulation of one library be compared with those of another for the purpose of drawing conclusions as to the relative efficiency of the two institutions, or as to the relative economy shown in their operation. Several such comparisons have recently appeared, in which circulation is computed per capita of population, while in other instances the cost per volume circulated is computed by dividing the entire cost of library maintenance by the number of volumes lent for outside use, disregarding all the other work performed by the library. Every large reference library renders a great deal of service not chargeable to "circulation," as that term is generally used. The cost of "circulation" cannot well be separated so as to be figured per volume. The amount of general service performed, the aggregate number of hours of service per week, the extent and character of the area over which the library operates, — these and other items affect the aggregate expense and, as a matter of course, affect the cost per volume "circulated," if, as is usually

the case, this entire cost is charged against outside circulation only. As for circulation per capita, much depends upon the proportion of non-English speaking persons in the population, the number of books in other languages than English provided for their use, the number of recent additions to the population of persons who have not yet acquired the habit of reading, the number of persons in the community able to buy the books they need, the number of other libraries open to the same population, and upon the number of the popular books of the day, especially fiction, provided for borrowers.

Statistical comparisons between libraries are usually futile. There are hardly two operating under similar conditions, and since the figures are always affected by the personal equation, differences which vitiate the comparison are certain to be ignored.

Such parallels are sometimes instituted as a sort of special pleading, for the purpose of putting one institution in a more favorable light as compared with another than would otherwise appear; and even if the figures contain an element of truth they are often so distorted in the manner of presentation that the net result is misleading.

Without entering into a discussion of whether or not a large proportion of fiction ought to be bought, every one knows that the demand for current fiction is insistent, and that it would be perfectly easy, by catering to this demand, to increase the circulation to any desired extent, thereby increasing the circulation per capita and somewhat diminishing the expense per volume circulated, without materially increasing the real efficiency of the library.

It is equally well known that circulation can be promoted by various other expedients, more or less legitimate, if the object is merely to get a large number of books into the hands of borrowers. The expression "hands of borrowers" is used advisedly. Not all books circulated are read, and of those read still fewer are digested.

A public library is a social institution, and its value to the city or town which maintains it depends upon the success with which

it fills its peculiar place in its own community; promoting through the use of books a better citizenship. To stimulate circulation to this end rather than to promote a large circulation should be its first object, since, unfortunately, the two things are not synonymous.

#### BOOKS RECEIVED.

The effect of the restricted general appropriation for the Library is clearly seen in the following statistical statement of purchases, covering two successive years:

##### *Books acquired by purchase.*

	1907-08.	1908-09.
For the Central Library:		
From City appropriation . . . . .	11,255	3,478
From Trust funds income . . . . .	2,162	3,868
	<hr/> 13,417	<hr/> 7,346
For branches and reading rooms:		
From City appropriation . . . . .	12,953	3,542
From Trust funds income . . . . .	268	1,604
By Fellowes Athenæum . . . . .	819	640
	<hr/> 14,040	<hr/> 5,786
	<hr/> 27,457	<hr/> 13,132

As will be noted, the accessions by purchase show a reduction in number of volumes from 27,457 in 1907-08 to 13,132 in the year just closed. The purchases by the Fellowes Athenæum were added to the collection at the Roxbury Branch, under the terms of the agreement between the Trustees of the Athenæum and the Library.

The accessions in detail, whether by purchase, gift or exchange, are shown in the following statement:

	CENTRAL, VOLUMES.	BRANCHES, VOLUMES.	TOTAL, VOLUMES.
Accessions by purchase . . . . .	7,346	5,146	12,492
Accessions by gift . . . . .	5,847	316	6,163
Accessions by exchange . . . . .	588	.....	588
Accessions by Statistical Department . . . . .	666	.....	666
Accessions of periodicals (bound) . . . . .	1,632	393	2,025
Accessions of newspapers (bound) . . . . .	341	.....	341
Accessions by Fellowes Athenæum . . . . .	.....	656	656
	<hr/> 16,420	<hr/> 6,511	<hr/> 22,931

The total number of accessions, as shown in this statement, is 22,931, as compared with 40,742 in the preceding year.

#### PROSE FICTION.

Of current fiction, 887 volumes have been carefully examined, and 93 titles selected for purchase. Of these 93 titles, 1,074 volumes have been bought for the central and branch collections, costing \$1,015.06, the smallest amount that has been expended for current fiction since 1897, when the present method of recording such purchases was instituted. Under the limitations affecting all purchases, the expenditure for fiction could not have been materially increased. Urgent replacements of worn out books in the fiction class, required the purchase of 3,393 volumes, at a cost of \$2,544.75, bringing the total expenditure for fiction to \$3,559.81, or 11.38 per cent of the aggregate expenditure for books.

#### NOTEWORTHY ACCESSIONS.

From the report of Miss Theodosia E. Macurdy, Chief of the Ordering Department, the following details are taken, relating to the more important accessions during the year:

#### PURCHASES.

With the exception of a few volumes obtained by exchange, the following titles represent expenditures entirely from trust funds income.

- Budge, E. A. T. W., editor and translator. *The lives of Mabâ Seyôn and Gabra Krestôs.* (The Ethiopic texts edited with an English translation and a chapter on the illustrations of Ethiopic MSS.) London. Griggs. 1898. (Lady Meux manuscripts. No. 1.)
- *The miracles of the Blessed Virgin Mary; and the life of Hannâ (Saint Anne), and the magical prayers of 'Abeta Mikâêl.* (The Ethiopic texts edited with English translations, etc.) London. Griggs. 1900. (Lady Meux manuscripts. Nos. 2-5.)
- Collectanea de rebus Hibernicis.* Edited by Charles Vallency. Dublin. White. 1786-1804. 6 v. Portraits. Plans.



- Curwen, Alice. A relation of the labour, travail and suffering of that faithful servant of the Lord, Alice Curwen. Who departed this life . . . 1679 . . . (London.) 1680. (A testimony to the memory of the wife of Thomas Curwen, a Quaker minister, who with his wife was imprisoned in Boston while visiting America.)
- Darcel, Alfred, and Henri Delange. Recueil de faïences italiennes des XVe, XVIe, et XVIIe siècles, dessiné par Carle Delange et C. Borneman. Paris. 1869. 101 colored plates.
- Essling, Victor Masséna. Études sur l'art de la gravure sur bois à Vénise. Les livres à figures vénitiens de la fin du XVe siècle et du commencement du XVI. Florence. Olschki. 1907, 08. 2 v. Folio.
- Faden, William. (A collection of plans [7] of operations of the British troops against the rebels in America.) 1771-1781.
- Levaillant, François. Histoire naturelle des oiseaux d'Afrique. Paris. Delachaussee. 1805-1808. 6 v. Plates. Folio.
- Massachusetts Spy (The), or Thomas' Boston Journal. 63 numbers distributed among Vols. 1-4, 1770-75.
- New England Primer Improved. For the more easy attaining the true reading of English. Boston. Printed by D. and J. Kneeland, for Samuel Webb, in Cornhill. 1764.
- Nuntiaturberichte aus Deutschland, nebst ergänzenden Aktenstücken. Herausgegeben durch das K. preussische historische Institut in Rom und die K. preussische Archiv-Verwaltung. 1533-1630. Berlin. Bath. 1892-1907. 8 v. (Documentary history of the Roman Catholic Church in Germany in the 16th century.)
- Scottow, Joshua. Old men's tears for their own declensions, mixed with fears of their and posterities further falling off from New England's primitive constitution. (Anon.) Boston. Printed in the year 1691. Reprinted for B. Gray. 1733.
- Secker, William. A wedding ring fit for the finger; or, the salve of divinity on the sore of humanity . . . Boston, printed by S. G. for B. Harris . . . 1690.
- Seeböhm, Henry. A monograph of the Turdidae, or family of thrushes. Edited and completed (after the author's death) by R. Bowdler Sharpe. London. Sotheran & Co. 1902. 2 v. Colored plates.
- Wartburg (Die). Ein Denkmal deutscher Geschichte und Kunst dem deutschen Volke gewidmet von Grossherzog Carl Alexander von Sachsen. Dargestellt in Monographien von Carl Alexander Grossherzog von Sachsen-Weimar-Eisenach . . . und in 706 authentische Abbildungen im Text und auf 54 Tafeln bearbeitet vom Herausgeber Max Baumgärtel. Berlin. 1907.

There was also purchased a collection of books for the blind in New York point, consisting of 71 volumes of fiction, history,

and biography; a collection of music scores by modern composers; and the concluding volume (5) of the Crown collection of photographs of American maps (from originals in the British Museum).

## GIFTS.

Of the gifts received in 1908-09, the following list comprises the notable books and collections of books:

- Anonymous. (In memory of Arthur Mason Knapp.) Briquet's *Les filigranes*. Dictionnaire historique des marques du papier. Four volumes, handsomely bound in half morocco. Paris. 1907.
- Bixby, William K., St. Louis. Letters of Zachary Taylor from the battle-fields of the Mexican War. (Reprinted from the originals in the collections of W. K. Bixby.) Privately printed. 1908.
- Boston Browning Society. Fifteen volumes, including the first edition of Browning's *Gold Hair*, 1864; also a manuscript letter from F. J. Furnivall, for the Browning Collection.
- Brown, Allen A. Two hundred and nineteen volumes for the Brown Collection of Music.
- Fitz, Mrs. W. Scott. One hundred and seventy-five volumes, a miscellaneous collection.
- Freeman, James G. One hundred and eighteen volumes, a miscellaneous collection, and 206 periodicals.
- Gay, Estate of Mrs. Elizabeth G., through Mr. Ernest L. Gay. One thousand and fifty-seven volumes of standard English literature.
- Gay, H. Nelson, Rome. Four hundred volumes of Italian literature, chiefly political history, from the library of Francesco Crispi.
- Grew, Mrs. Henry S. One hundred and twenty-one volumes, a miscellaneous collection.
- Hopkins, Mrs. J. C. Two hundred and ninety-one volumes, text-books and classics.
- Kuhn, Estate of Mrs. Hartmann Kuhn. Two hundred and seventy-four volumes, history, travels, memoirs, dictionaries, etc.
- Morgan, J. Pierpont. Eleven volumes. Catalogue of manuscripts and early printed books from the libraries of William Morris, Richard Bennett . . . and other sources, now forming a portion of the library of J. P. Morgan. London. Privately printed. 1906-07. 4 v. Folio.
- Catalogue of the collection of miniatures, the property of J. P. Morgan. London. Privately printed. 1907. 4 v. Folio.
- Pictures in the collection of J. P. Morgan. London. 1907. 3 v. Folio.

Phillips, Mrs. John C. Ninety-seven volumes, a miscellaneous collection.  
 Richards, Dr. George E. Seventy-seven volumes, including 70 volumes of rare editions of the classics.

Moulton, Mrs. Louise Chandler. (Bequest.) Eight hundred and eighty-seven volumes from the library of the late Louise Chandler Moulton. The collection consists, with few exceptions, of autograph copies of the works in prose and verse of contemporary American and English authors, which are especially suited to the Artz and Galatea collections. Some of the books contain, besides the autographs, letters and inscriptions of interest by the authors.

Shaw, Samuel S. One hundred and thirteen volumes, a miscellaneous collection.

Thomas, George C., Philadelphia, through Mr. J. H. Benton. (1) Autograph letters and autographs of the Signers of the Declaration of Independence in the possession of George C. Thomas. Philadelphia. 1908.

— (2) Catalogue of the more important books, autographs, and manuscripts in the library of George C. Thomas. Philadelphia. 1908.

#### THE CATALOGUE DEPARTMENT.

Mr. S. A. Chevalier, Chief of the Catalogue Department has compiled a summary of the work of the year, so far as it can be shown by figures, as follows:

Number of volumes and parts catalogued . . . . .	56,426
Titles covered by the foregoing . . . . .	33,289

Subdivided as follows, in comparison with preceding year:

	1907-08.		1908-09.	
	VOLS. AND PARTS.	TITLES.	VOLS. AND PARTS.	TITLES.
Catalogued (new):				
Central Library Catalogue . . . . .	21,100	15,525	15,784	11,332
Serials . . . . .	8,773	.....	6,928	.....
Branches . . . . .	10,620	9,367	11,822	10,534
Re-catalogued . . . . .	10,226	5,138	21,892	11,423
Totals . . . . .	50,719	30,030	56,426	33,289

The number of cards added to the catalogues during the year aggregates 171,262, including 140,826 added to the Central Library catalogue, and 30,436 to the Branches.

The catalogue cards representing music have been separated from the main catalogue in Bates Hall, 106,000 cards having thus been removed. The cards representing medical books transferred on deposit to the Boston Medical Library in the Fenway, about 10,000 in number, have also been removed.

#### MISCELLANEOUS WORK OF THE DEPARTMENT.

The cataloguing of new books forms only a part of the work of the Catalogue Department. Much re-cataloguing of old material is done every year, and during the past year the library of President John Adams, held in our custody, containing 3,019 volumes, has been catalogued. Copy for a printed author catalogue of this collection is in preparation.

An author list on cards has been made of works recently received from the bequest of Abram E. Cutter, and the final cataloguing is in process.

Three parts of the important catalogue of the Allen A. Brown collection have been issued during the year, bringing it nearly through the letter F.

Other work incidental to the examination of titles, the replacement of soiled and worn-out cards, which need not be detailed here, has been performed by members of the staff.

#### SHELF DEPARTMENT.

Mr. W. G. T. Roffe, in charge, has prepared the usual statistical tables from which the following condensation is made:

Placed on the central library shelves during the year:		VOLS.
General collection, new books (including continuations) . . . . .		15,318
Special collections, new books . . . . .		2,139
Books reported lost, or missing in previous years but now found, transfers from branches, etc. . . . .		524
		<hr/> 17,981
Removed from the central library shelves during the year:		
Books reported lost or missing, condemned copies not yet replaced, transfers, etc.: . . . . .		4,898
		<hr/>
Net gain at Central Library . . . . .		13,083
Net gain at branches and reading rooms . . . . .		5,593
		<hr/>
Net gain, entire library system . . . . .		18,676

The total number of volumes available for public use in the Library at the end of each year since the formation of the Library is shown in the following statement:

1852-53	. . . .	9,688	1881-82	. . . .	404,221
1853-54	. . . .	16,221	1882-83	. . . .	422,116
1854-55	. . . .	22,617	1883-84	. . . .	438,594
1855-56	. . . .	28,080	1884-85	. . . .	453,947
1856-57	. . . .	34,896	1885	. . . .	460,993
1857-58	. . . .	70,851	1886	. . . .	479,421
1858-59	. . . .	78,043	1887	. . . .	492,956
1859-60	. . . .	85,031	1888	. . . .	505,872
1860-61	. . . .	97,386	1889	. . . .	520,508
1861-62	. . . .	105,034	1890	. . . .	536,027
1862-63	. . . .	110,563	1891	. . . .	556,283
1863-64	. . . .	116,934	1892	. . . .	576,237
1864-65	. . . .	123,016	1893	. . . .	597,152
1865-66	. . . .	130,678	1894	. . . .	610,375
1866-67	. . . .	136,080	1895	. . . .	628,297
1867-68	. . . .	144,092	1896-97	. . . .	663,763
1868-69	. . . .	152,796	1897-98	. . . .	698,888
1869-70	. . . .	160,573	1898-99	. . . .	716,050
1870-71	. . . .	179,250	1899-00	. . . .	746,383
1871-72	. . . .	192,958	1900-01	. . . .	781,377
1872-73	. . . .	209,456	1901-02	. . . .	812,264
1873-74	. . . .	260,550	1902-03	. . . .	835,904
1874-75	. . . .	276,918	1903-04	. . . .	848,884
1875-76	. . . .	297,873	1904-05	. . . .	871,050
1876-77	. . . .	312,010	1905-06	. . . .	878,933
1877-78	. . . .	345,734	1906-07	. . . .	903,349
1878-79	. . . .	360,963	1907-08	. . . .	922,348
1879-80	. . . .	377,225	1908-09	. . . .	941,024
1880-81	. . . .	390,982			

These volumes are located as follows:

Central Library	. . . .	736,158	Roslindale (Station B)	. . . .	4,910
Brighton	. . . .	17,268	Mattapan (Station D)	. . . .	580
Charlestown	. . . .	21,683	Neponset (Station E)	. . . .	504
Dorchester	. . . .	18,771	Mt. Bowdoin (Station F)	. . . .	2,585
East Boston	. . . .	15,241	Allston (Station G)	. . . .	623
Jamaica Plain	. . . .	15,468	Codman Square (Station J)	. . . .	3,228
Roxbury Branch:			Mt. Pleasant (Station N)	. . . .	613
Fellowes Athenæum	26,200		Broadway Ext. (Station P)	. . . .	2,705
Owned by City	9,398		Warren Street (Station R)	. . . .	639
Total, Roxbury Branch		35,598	Roxbury Crossing (Station S)	. . . .	798
South Boston	. . . .	16,632	Boylston Station (Station T)	. . . .	672
South End	. . . .	15,470	Orient Heights (Station Z)	. . . .	1,094
Upham's Corner	. . . .	4,219	North Bennet St. (Station W)	. . . .	510
West End	. . . .	14,607	North Street (Station 22)	. . . .	576
West Roxbury	. . . .	7,163	City Point (Station 23)	. . . .	1,418
Lower Mills (Station A)	. . . .	584	Parker Hill (Station 24)	. . . .	707

## PUBLICATIONS.

Under the editorial supervision of Mr. Lindsay Swift the following serial publications have been issued from the library press:

1. Monthly Bulletin, containing 124 pages, edition 5,000 each month, the final issue being that for the month of May.
2. Quarterly Bulletin, three issues; aggregate pages, 200; edition, 2,000-3,000.
3. Weekly Book List, each week since April 25; aggregate pages, 228; edition, 2,500.

Besides the foregoing there have been printed and published:

1. A List of Fairy Tales and Folk Stories contained in the branches. 52 pages; edition, 4,000.
2. A Brief List of Books for Boys and Girls. 12 pages; edition, 9,000.
3. A Short List of Books relating to Abraham Lincoln, for School Use. 6 pages; edition, 9,000.

The list of fairy tales referred to was prepared by Miss Louise Prouty, custodian of the Brighton Branch; the Brief List for Boys and Girls, by a committee of the Boston Home and School Association, of which committee Miss Alice M. Jordan, custodian of the Children's Room at the Central Library is a member. The list relating to Lincoln was compiled by Miss Jordan.

Special lists in connection with the Lowell Lectures, for the accuracy and character of which the lecturers assume responsibility, have appeared in the Bulletins as follows:

1. The Real South. By Professor Albert Bushnell Hart. (In Monthly Bulletin, March, 1908, pp. 84, 85.)
2. Molière. By Professor Brander Matthews. (In Quarterly Bulletin, September, 1908, p. 124.)
3. Teachers and Precursors of Columbus. By C. Raymond Beazley. (In Quarterly Bulletin, September, 1908, p. 125.)
4. The Ethical Problem of Freedom and Determinism. By Professor George Herbert Palmer. (In Quarterly Bulletin, December, 1908, pp. 195-196.)

## THE PRINTING DEPARTMENT.

The publications previously enumerated have been printed in this Department, also the Allen A. Brown Catalogue, as far as completed, and the following miscellaneous work performed, as drawn from the report of Mr. Francis Watts Lee, Chief:

	1907-08.	1908-09.
Requisitions on hand, February 1 . . . . .	21	13
Requisitions received during year . . . . .	233	207
Requisitions withdrawn . . . . .	1	.....
Requisitions on hand, January 31 . . . . .	13	3
Requisitions filled during year . . . . .	240	217
Card Catalogue (Central):		
Titles (Printing Dept. count) . . . . .	18,678	17,190
Cards finished (excluding extras) . . . . .	182,039	137,686
Titles in type, but not printed . . . . .	60	240
Guide cards printed . . . . .	.....	3,600
Card Catalogue (Branches):		
Titles (Printing Dept. count) . . . . .	360	424
Cards (approximately) . . . . .	18,000	33,920
Call slips . . . . .	2,271,078	1,334,000
Stationery and blank forms . . . . .	871,982	555,828
Signs . . . . .	1,286	651
Blank books . . . . .	61	56

## THE BINDERY.

Mr. Frank Ryder, Chief of the Bindery, reports the following for the year:

Number of volumes bound, various styles . . . . .	32,999
Volumes repaired . . . . .	1,943
Volumes guarded . . . . .	946
Maps mounted . . . . .	695
Photographs and engravings mounted . . . . .	5,094
Magazines stitched . . . . .	217
Library publications, folded, stitched and trimmed . . . . .	171,568

Besides the foregoing a large amount of miscellaneous work has been done, as usual, occupying perhaps one-sixth of the time of the force.

## DOCUMENTS AND SUPPLIES.

From the Stock Department at the Central Library, in charge of Mr. George V. Mooney, 134,581 copies of the different li-

brary publications have been distributed to the public and to the departments of the Library for official and public use. There have also been issued 1,956,000 call slips, and 373,500 miscellaneous forms.

#### REGISTRATION.

Cards entitling the holder to borrow books from the Library for home use are issued from the Registration Department at the Central Library, in charge of Mr. John J. Keenan, either directly or through the branches and other agencies of the Library, the privilege attaching to each card continuing during a period of two years from the date of issue, unless suspended for the non-payment of a fine, failure to comply with the rules of the Library or other valid reason. At the end of two years from the date of issue, any card may be renewed, provided its holder is still entitled, under the rules, to receive a card. A borrower's card which has not been suspended for non-payment of a fine or for other reason, and is still held within the two years' term for which it was issued, is termed a "live" card; that is to say, all cards outstanding which are available for use by their holders for the purpose of borrowing books for home reading, are "live" cards. No other cards are included in our published statistics of registration. Since all cards expire by limitation at the end of two years from the date of issue, re-registration of borrowers proceeds automatically without other formality than the exchange of an expired card for a new one. Cards are, of course, continually issued, within the two-year period, to replace others lost, soiled, or filled with charging dates on books borrowed.

At the close of the year covered by this report there were outstanding 85,085 "live" cards, as compared with 79,662 on January 31, 1908. The gain is in part accounted for by the remission after six months, of fines incurred by borrowers under sixteen years of age. The experience of another year confirms the opinion previously expressed as to the wisdom of the change in the rules permitting this remission of fines. On the one hand



there has been little if any reduction in the amount of fines collected, and on the other young readers are not, as formerly, permanently debarred from the home use of our books.

The distribution by wards of the holders of "live" cards is shown in the following table, in comparison with the population:

*Classification of Holders of "Live" Cards, by Wards.*

WARD No.	NO. OF CARD HOLDERS.	POPULATION IN 1905.	PERCENTAGE OF CARD HOLDERS.
1 . . . . .	1,920	25,405	7.55
2 . . . . .	1,680	25,929	6.47
3 . . . . .	1,523	14,831	10.26
4 . . . . .	1,281	12,499	10.24
5 . . . . .	1,396	12,633	11.05
6 . . . . .	2,604	29,987	8.68
7 . . . . .	2,384	15,579	15.30
8 . . . . .	6,309	30,810	20.47
9 . . . . .	3,283	22,120	14.84
10 . . . . .	6,660	23,841	27.93
11 . . . . .	7,616	22,353	34.07
12 . . . . .	5,594	21,738	25.73
13 . . . . .	1,738	21,654	8.02
14 . . . . .	2,689	22,127	12.15
15 . . . . .	2,302	20,310	11.33
16 . . . . .	2,870	21,924	13.18
17 . . . . .	2,406	24,313	9.89
18 . . . . .	2,211	22,121	9.99
19 . . . . .	2,608	29,213	8.92
20 . . . . .	4,914	41,805	11.77
21 . . . . .	4,716	26,533	17.77
22 . . . . .	3,009	27,769	10.83
23 . . . . .	3,471	26,410	13.14
24 . . . . .	6,390	31,650	20.18
25 . . . . .	3,898	21,806	17.87
Totals . . . . .	85,472	595,380	14.35

The number of "live" cards held by persons over sixteen years of age is 54,129, as compared with 31,343 held by those under sixteen. Cards held by teachers number 4,120; by pupils of elementary schools (public and parochial), 28,625; and by students of higher institutions of learning, 14,016; male card holders number 36,816, and females, 48,656.

All our cards are interchangeable as regards the place wherein the holder may exercise the right conveyed by them. That is, a

book may be borrowed on any card at the Central Library or at any branch or reading room in the entire library system, and may be returned, on presentation of the card, *at the place where it was borrowed or at any other station of the Library*, at the convenience of the borrowers. This flexibility in the use of the card is of great advantage to the patrons of the Library.

The requirement that a borrower's card shall be used in order to obtain a book for home reading, this card carrying a statement of the date of issue and return of the volume, has sometimes been criticised, and its abandonment urged, in favor of other forms of recording the transaction. But where interchangeable privileges are given over a wide area, equally valid at any one of 28 branches and reading rooms, and the borrowing and the return are not confined to the same station, a card is necessary as a means of identification of the borrower. It also serves as a record in the hands of the borrower showing conclusively that the books charged upon it have been returned, if that fact is questioned, and as a receipt in case of the payment of fines. These advantages outweigh the slight inconvenience attaching to the safeguarding of the card by its holder, and the formality of presenting it to the attendants whenever a book is taken out or returned.

#### CHILDREN'S DEPARTMENT, CENTRAL LIBRARY.

Statistics of circulation, inadequate as they are to represent the best work of a library, are especially so with reference to the operation of the Children's Department. The use of the department constantly increases, and its efficiency, as a distinct and important part of the activities of the Library is unquestioned. Only the home use of books issued through this department can be indicated by figures, the circulation (included in the total Central circulation previously presented), rising from 55,379 volumes in 1907-08 to 57,551 during the year just closed. Besides these volumes issued directly, 17,797 have been sent to borrowers through the Branch Department.

But the rooms are in constant use, both during the day and evening, by youthful readers who are reading for recreation, and

by pupils of the schools who are consulting books in connection with their studies. Upon this point, Miss Alice M. Jordan, Custodian of the Department, pertinently remarks:

An increasing number of children find the rooms a desirable place in which to study, not only because of the reference books, but because their homes do not afford sufficient quiet and space for school work. In giving assistance to such children, as we are often called upon to do, we aim to help them to help themselves and in no case to become dependent upon others. So far as time permits, we try to train them to an intelligent use of catalogue and indexes and to some grasp of note-taking.

The instruction of pupils from the schools in the use of the Library, through brief talks by the Custodian, intended to aid in the development of what may be termed "the library habit," and to promote the use of books, has continued during the year, by the regular visitation of classes, in charge of their teachers. This opportunity to become familiar with the resources of the Library, with the use of the catalogue, and the methods of book classification, etc., is freely offered to any school which cares to accept it. The Custodian remarks:

A more general readiness on the part of teachers is desired each year in order that there may be some uniformity in library training given to the High School pupils. In this department about 750 children have received such instruction besides that given to more advanced pupils from one of the Kindergarten Training Schools. One of the Supervisors advised the giving of similar lessons at two of the reading rooms. Visits to schools have been possible to a limited extent, and the mutual good-will thus created has made such visits well worth while. Two talks on children's reading were also given to Parents' Associations at the school buildings.

In the Reference Room of the Children's Department, books related to the Old South Historical Courses were reserved upon designated shelves, for special use, in connection with these lectures; various reading lists have been prepared as requested by teachers and others, and the usefulness of the Department promoted in every possible way.

In January, Miss Mabel Cummings gave in the Lecture Hall an illustrated lecture on Japan, especially for children, and in the

same month Fräulein Mitzlaff conducted a story hour. These ladies gave their services gratuitously, and the tickets were distributed through the Children's Department to pupils of the schools.

#### BATES HALL.

In the course of the year readers in Bates Hall have used 515,000 hall use slips, and the number of readers at times taxes the capacity of the hall. The maximum attendance of 399 was attained February 22, 1908. Mr. Oscar A. Bierstadt, in charge of the Reference Department, reports a large increase in the number of volumes issued through this reading room for home use. On this point he remarks:

The large increase in the number of volumes issued for home use is in part owing to the assistance afforded readers in Bates Hall. Expertness in the consultation of a great catalogue and a wide acquaintance with bibliography from years of library experience discover the desired information or books, when the unpracticed reader might find his search fruitless. Volumes called for hall use frequently prove so interesting that the student decides to transfer them to his home use card, and borrowers asking vainly for the newest novel are not seldom attracted to solid study in Bates Hall. Thus the Issue and the Bates Hall Departments help one another.

As indicating the magnitude of the unrecorded use of this principal reading room of the Library, to which allusion has been made in connection with the statistics of circulation, the following from the report of Mr. Pierce E. Buckley, in charge of the Centre Desk, is pertinent and suggestive:

On January 7th a record was kept of all Hall Use slips presented on that day for books to be used in Bates Hall. There were 1,379 slips presented at the Centre Desk and Catalogue Desk and 1,574 books were sent on these slips to the Hall. Two hundred and ninety-seven of this number were drawn for Home Use. The Reference books were also counted; that is, those left by the readers on the tables, and there were 497, therefore, more than 2,071 books were used in Bates Hall on that day.

## THE SPECIAL LIBRARIES.

From a report of Mr. Garrick M. Borden, in direct supervision of the special departmental libraries at the central building, are condensed the following details of the work of the year :

## THE FINE ARTS DEPARTMENT.

*Photographs and Lantern Slides.*

The number of photographs that have been added to the collection is 437, besides 241 half-tones or process pictures. The total number now available for use in the department is: photographs, 19,302; process pictures, 8,184; colored photochromes, 1,857. Besides these, there are 330 pictures, in portfolios on regular shelf numbers, illustrating American history, portraits, and literary and artistic subjects. The collection of lantern slides, gradually acquired through the demands of our own lecture courses, has been enlarged by slides relating to Constantinople, Dalmatia, Greece and Sicily. The entire collection now numbers 2,900.

*Circulation of Books and Pictures.*

The volumes issued for home use from the Fine Arts collection (included in the total circulation, page 56) number 18,580, an increase of 1,298 as compared with the preceding year.

Pictures in portfolios have been issued for use in the public schools, the number of portfolios aggregating 832. The number issued to private schools and study clubs was 70. The total shows an increase of 179 as compared with the preceding year. The total number of schools requesting and receiving pictures was larger by six than in 1907-08, but although 91 schools received portfolios, about one-half the number circulated were sent to 12 schools.

*Visits of Classes.*

Reservations of tables and the provision of library material have been made for 54 visits of study clubs, attended by 925 persons. There were also 70 visits by previous appointment of classes from schools or colleges, including 681 persons. In each group an increase in attendance is shown over the number recorded in the preceding year. These figures do not include the constant use of the facilities of the Department by individual students, designers, architects, draughtsmen, artists, and persons seeking books upon technical and industrial subjects, nor the books reserved from day to day for the pupils of the art schools.

Since October, conferences of students taking the Harvard-Lowell Courses have been held in the West Gallery, with a maximum attendance of more than 300 for each month, or at least 1,200 in the aggregate, for the four months October to January inclusive.

## BARTON-TICKNOR ROOM.

The following statistics relate to the use of this room for the year:

Barton-Ticknor books issued . . . . .	12,564
Maps issued . . . . .	831
Books from other departments, issued for readers applying in this room . . . . .	9,805

In each case an increased use is recorded as compared with the preceding year. Upon an average, 246 books from the Barton-Ticknor collections, including maps, have been issued daily; and 192 volumes drawn from other departments for use in the Barton-Ticknor Room. Upon an average also, 318 books have been reserved daily for research use in the Barton-Ticknor Gallery. The large increase in "reserves" indicates an enlarged appreciation of this quiet reading room for scholarly purposes.

## ALLEN A. BROWN MUSIC ROOM.

The additions to this collection comprise 256 volumes, of which 216 were presented by Mr. Brown. These additions are

principally orchestral works, chamber music and operas. Among the more important are:

Orchestral scores of Paine's Symphony, No. 1; Noren's Kaleidoskop; MacDowell's Lamia; Sibelius's Symphony No. 3; Auber's *La fiancée du roi de Garbe*, and *Le premier jour de bonheur*; Thomas's *Gille et Gillotin*; Paine's *Azara*; Vocal scores of Converse's *Pipe of Desire* and *Job*; Wolf-Ferrari's *La vita nuova*; and S. Wagner's *Sternengebot*.

The total number of volumes in the collection is now 11,061. For the use of readers 9,808 volumes were issued during the year.

#### LECTURES AND EXHIBITIONS.

The free public lectures given in the Lecture Hall, generally co-ordinated with exhibitions in the Fine Arts Exhibition Room, include the following:

##### *Lectures.*

1908. February 6. Civic Festival Decorations. By C. Howard Walker.  
 February 13. Civic Development in South America. By Sylvester Baxter.  
 February 20. Greek Vases as Illustrated by the Collection of the Museum of Fine Arts, Boston. By Arthur Fairbanks.  
 February 27. Distinctive Types of American Illustration. By Charles H. Caffin. Under the auspices of the Society of Printers.  
 March 5. Architecture of Japan. By Ralph Adams Cram.  
 March 12. Design and Color in Printing. By Henry Turner Bailey. Under the auspices of the Society of Printers.  
 March 19. Aesthetic Improvement of Waterfronts. By John Woodbury.  
 March 24. French Art, including the School of 1830. By Miss Anna Seton-Schmidt.  
 March 26. The Garden City Movement and Housing Reform. By Edward T. Hartman. Under the auspices of the Massachusetts Civic League.  
 October 9, at 4.30 P.M. On the Study of Art. By Arthur Fairbanks. Introductory lecture to the Museum of Fine Arts Collegiate Courses.  
 October 15. A Trip to Brazil. By Miss Caroline H. Kingman.  
 October 17. The Artistic and Sanitary Planning of Cities. By M. Augustin Rey, in French and English.  
 October 22. Art in Photography, with Special Reference to Natural Color. By Morris Burke Parkinson. Illustrated by slides produced by the autochrome process.

- October 29. Modern City Planning and Its Bearing on the Crooked Streets of Boston. By Arthur A. Shurtleff.
- November 5. Civic Centers and the Grouping of Public Buildings; with a suggestion for Boston. By Stephen Child.
- November 12. The Hill Towns of Italy. By George B. Dexter.
- November 19. The Building Up of Boston. The commercial side. By Henry C. Long.
- December 3. Constantinople. By Arthur S. Cooley.
- December 4, at 4 P.M. Longfellow's Hiawatha. A reading by Marian Longfellow. Illustrated with slides by John H. Thurston from living Indian subjects.
- December 9. John Milton. By Edwin D. Mead. In commemoration of the 300th anniversary of the birth of Milton.
- December 10. A Tour through Greece. By Arthur S. Cooley.
- December 17. Along the Dalmatian Coast. By Arthur S. Cooley.
1909. January 2. Sicily. By Garrick M. Borden.
- January 7. Art Treasures of Ghent and Bruges. By Miss Martha A. S. Shannon.
- January 14. Recent Development in Civic Art. By Sylvester Baxter.
- January 15, at 4 P.M. Japan. By Miss Mabel Cummings. (For children only.)
- January 16. Esperanto: its advantages and its progress. By D. O. S. Lowell.
- January 21. Colonial and Revolutionary Churches. By Marian Longfellow.
- January 28. The Architectural Development of the American University. By Ralph Adams Cram.

*Exhibitions, Central Library.*

1908. February 3. South America.
- February 8-March 2. Wood engravings by Timothy Cole. Loaned by the Century Company.
- February 17. Greek Vases in the Museum of Fine Arts.
- February 25. Japan.
- March 11. Improvement of Waterfronts.
- March 15. French School of 1830.
- April 6. Modern Dutch Paintings. Photographs given by B. T. Blommers.
- May 1. New photographs. The United States.
- June 1. Pageants. In connection with the Normal School pageant.
- June 15. Portraits of Women. In connection with the convention of the Federation of Women's Clubs.
- July 1. Quebec. Tercentenary of Quebec.



August 22. Spanish War. In connection with the convention of Spanish War Veterans.  
 September 10. American Scenery.  
 October 5. Civic Improvements in America.  
 November 9. Italy.  
 November 23. Constantinople.  
 December 2. John Milton. Books and portraits.  
 December 29. Sicily.  
 1909. January 5. Books, portraits and letters of Edgar Allen Poe.  
 January 18. Colonial Architecture.

Besides these exhibitions at the Central Library a regular series of monthly exhibitions have been arranged at the branches and reading rooms, from material supplied by the Fine Arts Department.

#### DEPARTMENT OF DOCUMENTS AND STATISTICS.

Mr. James L. Whitney, Chief, reports as follows as to this Department, and also as to the manuscript collection, of which he has charge:

The number of volumes placed upon the shelves of this Department during the year has been 785; the entire collection now numbers 15,486 volumes, exclusive of the Congressional documents of the United States and the Parliamentary documents of Great Britain.

The gifts through the American Statistical Association, whose library is in our custody, comprised 676 volumes and 2,017 numbers or parts. These have been received from various governments and societies and institutions.

#### MANUSCRIPTS.

During the past year about twenty-five hundred of the Chamberlain manuscripts, besides many autograph signatures, have been catalogued. The collection has thus been made more accessible and useful.

Whenever there have been exhibitions at the Library, the letters, portraits and engravings in the manuscript department have excited great interest.

## BRANCHES AND STATIONS.

## EXPENSE OF OPERATION.

The entire expense of operation of the branches and reading rooms, for the year, was \$92,734.96. No new agencies of this kind have been established during the year.

## THE SCHOOLS AND THE BRANCHES.

The number of schools supplied has increased, and also the number of individual teachers who have used the facilities of the branches in connection with their class work. The number of volumes sent on deposit to the schools through the Branch Department was 19,638, comparing with 19,555 sent in 1907-08.

Mr. Langdon L. Ward, Supervisor, thus reports upon certain phases of the work with the schools:

The influence of the talks given in the Children's Department at the Central Library has been felt at the branches. One custodian says: "A great deal of reference work has been accomplished by the children and for them at the branch. It has been observed that the children do this work more intelligently than formerly and from careful questioning I have come to the conclusion that it is, in great measure, the result of the talks given at the Central Library to the school classes."

Some custodians are very successful in dealing with the schools assigned to them. With the approval of the master, they visit the school occasionally to take requests for pictures and books, and to learn in advance what the school work is to be, so that they may be prepared with books. The master and teachers of one school have commented on the improved work of the classes, due to the help of the neighboring reading room.

The following extracts from the annual reports of the custodians of two branches describe very well the work of sending books to schools from a large branch:

"In spite of the additional copies received, the deposit collection here numbers even now less than 1600 volumes. Except in rare cases, only twenty-five volumes are sent to a teacher although fifty would be a better number. Naturally it is still impossible to reach out and extend the deposit use. The present circulation shows a gradual, normal growth since 1900-1901."

The requests from schools may be roughly grouped under four heads:

I. Definite lists by titles. II. Subject lists with a few suggestive titles, the rest being left to the judgment of the Custodian. III. Subject lists with the choice of books entirely left to the Custodian. IV. Lists without definite specification of subject or title, the choice resting entirely with the Custodian.

From Mr. Ward's report I also quote the following:

#### DEPOSIT WORK OF THE BRANCH DEPARTMENT.

The total number of volumes sent on deposit this year through the branches and the two largest reading rooms is 16,629, distributed among 133 places, as against 16,352 volumes, distributed among 124 places, last year. Seventy-three per cent of the books sent this year went to schools.

#### REFERENCE WORK AT BRANCHES.

The reference work at the branches increases in amount and improves in quality. Some factors promoting this are the following: The increase of the reference collections, the closer relations with the schools, the growing experience of the custodians and assistants, and the persistent emphasis placed upon reference work by those in charge. No function of the branches and reading rooms is more important, and after an adequate collection of reference books has been once secured, there is no immediate expense involved in its extension, though eventually a large growth in the volume of the reference work means more service.

Naturally most of the reference help is given to pupils of the schools. But adults are not neglected, and at many places books are chosen for them by the custodians, either on a given subject, in the case of men often some form of science, or for more general reading. The reports of many of the custodians mention the presence of Normal, High School, and Grammar School pupils, who live in all parts of the city. A few branches are used by students from Boston University, Boston College, Harvard, and Radcliffe.

#### THE CIRCULATION OF PICTURES THROUGH THE BRANCHES.

Pictures from the branch collections have been lent to reading rooms, schools, and study clubs to the number of 11,097 as against 9,626 in the year preceding. The collections are still growing. Several branches have a thousand or more pictures, and one, at least, nearly two thousand. Some of the subjects are: animals, birds, plants, minerals, industries, countries, places, historical events, Indians, authors, artists, statesmen. Recently

lists of the collections of ten of the branches were printed for distribution among teachers of the neighboring schools. The lending of these pictures is not only of definite value to the schools, but it advertises the branch, and leads to greater cooperation between teachers and Library in the use of the books.

The portfolios of pictures from the Central Library have been in greater demand than ever. The number sent through the branches and reading rooms is 793, as against 565 the year before.

The monthly exhibitions of pictures from the Central Library have been of unusual interest.

#### THE DEPARTMENT OF PATENTS.

The number of volumes in this Department is now 10,577, an increase of 407 during the year. The number of persons recorded as using the collection was 6,794 as compared with 5,954 for the previous year, but as the shelves are open these figures are below the true aggregate. These persons consulted 66,454 volumes, an increase of 8,140 over the number consulted in 1907-08.

The English and German files have been perfected by obtaining missing numbers, and they are now complete to the year 1907. Our financial limitations have prevented the acquisition of missing numbers to complete the French series.

#### THE PERIODICAL ROOM, CENTRAL LIBRARY.

The record of readers present at certain specified hours in each of two successive years, permitting a comparison, is as follows:

HOURS.	10			12			2			4			6			8			10		
	A.M.			M.			P.M.			P.M.			P.M.			P.M.			P.M.		
1908-09	.	.	.	8,844	13,239	15,421	22,861	17,585	21,135	4,164											
1907-08	.	.	.	8,115	12,142	15,300	22,912	18,117	20,623	4,780											

From the files, 23,141 bound volumes were consulted during the week in the day time, and 7,236 volumes in the evening or on Sundays. The corresponding figures for 1907-08 are 24,394 and 7,060. Besides these, during evenings or on Sundays, 15,608 unbound back numbers of periodicals were supplied to

readers, and 23,957 in the day time during the week, as against 13,990 and 22,787, respectively, in the year preceding. There are now currently received and filed at the Central Library, exclusive of Government and State publications and library bulletins, 1,462 different periodicals.

#### THE NEWSPAPER ROOM, CENTRAL LIBRARY.

The maximum attendance in this reading room, recorded during the year, was 209 on November 1.

The provision of current newspapers filed for daily reading is a department of our work which evidently meets a large public demand. The seating capacity of the room is frequently exceeded, especially on Sundays. There is also an increasing use of the files of back numbers of newspapers. During the year, the duplicates held in reserve have been carefully sifted, gaps in the circulating files filled as far as possible, and surplus copies disposed of on exchange account.

The changes for the year in the newspaper file collection are thus reported by Mr. Pierce E. Buckley, in charge:

Numbers of various issues of the following 18th century papers have been added: The Salem Gazette; Connecticut Courant; Boston Post Boy; Continental Journal; Boston Evening Post; Massachusetts Spy; and The Independent Gazetteer.

Nineteen numbers of the Boston Evening Post from 1743-1775 were given to the Essex Institute in exchange for 29 unbound volumes of the Boston Evening Record sent to us in 1906. Only four of these 27 volumes were available for binding, but the remaining volumes are tied in covers and kept in our file.

During the year 327 volumes of papers were added to the files; the total number of bound volumes now being 6,978. The files of papers are practically all collated, and at present a rough catalogue of the volumes is in preparation.

#### OMISSION OF APPENDICES.

The Appendices containing statistical matter, heretofore presented with this report, are this year omitted. Condensed state-

ments covering the subjects usually given in such appendices will be found in the body of the report. The roster of employees is also omitted. A city document published annually in May, in accordance with a city ordinance, contains the names of all city employees.

#### EXAMINATIONS.

Examinations for the library service were given as follows:

February 29, 1908; Grade E. (55 applicants; 36 passed.)  
July 2; Grade E. (74 applicants; 51 passed.) December 29;  
Grade E. (62 applicants; 44 passed.) December 31; Grade  
C. (32 applicants; 21 passed.) December 31; Grade B. (17  
applicants; 7 passed.)

#### ACKNOWLEDGMENTS.

My acknowledgments are due to Mr. Otto Fleischner, Assistant Librarian, for his constant assistance in the work of administration; and to the Heads of Departments and employees generally, for faithful service. Without loyal coöperation on the part of all, the usefulness of the Library would be much diminished, and the service which the public rightfully expects to receive would fall below the standard of efficiency that such an institution as ours should establish and maintain.

Respectfully submitted,

HORACE G. WADLIN,

*Librarian.*

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